

**SHIPTON UNDER WYCHWOOD PARISH COUNCIL**  
**Minutes of the Meeting** of the Council at New Beaconsfield Hall  
on Thursday 19<sup>th</sup> October 2017 at 7.30pm

**Present: Cllrs:** B. Young (in the chair), B. Pitman, J. Mavin, C. Arnold, B. Rigby, R. Dyer, County Cllr L. Leffman, **Parish Clerk:** L. Wilkinson, 12 members of public.

**1. Apologies for Absence and Declarations of Interest**

Apologies were received from District Cllr Tom Simcox. No Declarations of Interest were given.

**2. Minutes of the Parish Council meeting held on 21<sup>st</sup> September 2017** were approved and signed as a true record.

**3 Matters arising from the Minutes**

There were none.

**4. Public Time**

As there were several members of the public present to discuss planning applications (item 7) and Speeding on Station Rd (item 11b), Cllr Young brought these items forward on the agenda.

- Item 11b. Road safety on Station Rd:

Comments made on this issue:

- Due to the narrow bridge, two cars cannot pass at the same time at speed.
- There are lots of children in the area now.
- OCC seem to see it as a cost issue.
- There was an accident in the last few days with a car going too fast downhill which hit the Gulf sign at the petrol station and took the fencing down.
- Vehicles also speed up hill. Lorries are overtaking cars as they approach the bridge. Why aren't there solid white lines on the approach to the bridge?
- Village starts at the signpost for Shipton so why doesn't the speed limit?
- Speed limit should be 30mph on that road.

- 7a. Planning application 17/02904/FUL

Bowerham, Ascott Rd

Jan Harvey spoke to object on the grounds of lack of parking and intrusion of privacy. Ms Harvey also commented that there was a warden on site and it had been sheltered accommodation for many years. According to the application, each flat received its own utility bill which is not consistent with the large boiler that has just been removed from the premises.

- 7a. Planning application 17/03057/FUL

Land north of Gas Lane and Ascott Rd

Alan Vickers objected on the grounds of visual amenity. The west side of the area determines his experience of living in the community. Every single application to build on this site in the last 40 years has been rejected on grounds of visual amenity. Only last year's application was approved. The application makes no mention of visual amenity from the west and there are no pictures. What is proposed is way off the area that the Till Yard was built on. Mr Vickers respectfully asked the PC to request WODC to throw this out.

Malcolm Cochrane mentioned the previous applications and location of the proposed building and that it was always agreed that the area would stay like that.

Cllr Young explained that planning policy has changed considerably in the last ten years with a major factor being the presumption in favour of sustainable development. The PC has to judge the application in relation to current planning policy.

Item 7a (17/03057/FUL Land north of Gas Land/Ascott Rd) brought forward:

Cllr Rigby summarised the application and a comparison of the two site plans (existing and proposed) was presented. Following a discussion, in which lack of consistency from WODC was commented on, it was proposed to object primarily on grounds of materials and lack of consistency between the 2016 approval and current pre planning advice. The vote was split 3/3. Rather than use his casting vote Cllr Young then proposed that the application is opposed on the grounds of the design of the properties. Stone buildings would be more in keeping with the character of the area. This was **resolved**.

Item 7a (17/02904/FUL Bowerham, Ascott Rd) brought forward:

Cllr Rigby explained that there were two aspects to this application.

- i. The planning application on the agenda was discussed. It was **resolved** to object to this on the grounds of overlooking neighbouring property thus intrusion of privacy and noise pollution.
- ii. There is an issue about the category of the dwelling i.e. care home or residential accommodation. If it is classed as residential then further planning permission is not necessary. However, the PC is concerned about the lack of parking and waste management facilities on site. The lack of parking will create hazards on adjacent roads. It was proposed to submit a comment to WODC expressing concern about these issues and the process of the planning whereby a full planning application need not be submitted. This was **resolved**.

Item 11b (Station Road) brought forward:

The clerk explained the research that has been carried out:

- OCC will consider re-painting white lines on the road however cost is an issue in relation to remaining budget
- Chicanes are not allowed on A roads
- OCC has sent a document explaining how 40mph and 30mph limits are set. The PC will continue to investigate the possibility of amending the speed limit on entry to the village.
- Speed cameras are not used as traffic calming measures. They are also the remit of the police not OCC. The PC will liaise with the Speedwatch with a view to the police increasing speed monitoring. Cllr Leffman asked that any accidents on this stretch of road were documented and sent to her. She will arrange to meet with James Wright from OCC and discuss what the options for slowing traffic down are.

#### 5. County Councillor's Report

County Cllr Liz Leffman reported that a visit has been arranged with Gary Wilcox from OCC to show him the state of Leafield Rd and the verges. The sign for the turning into the Shaven Crown car park has been placed on the A361 at the Ascott Road junction.

Cllr Leffman would like to extend the times that the school crossing lights are lit for children leaving the premises following their after school clubs. However, there is an issue with how much electricity can be used.

OCC is putting together a corporate plan which should be out for consultation in the New Year.

#### 6. District Councillor's Report

None provided.

#### 7. Planning:

##### a. Planning applications received

Ref no.	Address	Proposal	PC Decision
17/03057/FUL	Land north of Gas Lane and Ascott Rd, SUW	Erection of 2 detached dwellings with associated access and landscaping	Object to materials used in construction
17/02904/FUL	Bowerham, Ascott Rd, SUW	External alterations to openings of flats	Object

##### b. Decisions Outstanding:

Ref no.	Address	Proposal	Decision
16/04169/OUT	Land between Fiddlers Cottage and Meadow View Cottage, Upper End, SUW	Erection of detached dwelling and associated works.	Object Appeal lodged

##### c. Decisions made:

None

#### 8. Environment

##### a. Allotments

- i. To discuss quotes for a new water trough

Cllr Mavin has requested them but they have not yet been received.

ii. Update on contractor to restore/maintain the allotments

Three contractors have been approached and an advert put up in Shipton. One contractor has sent in an expression of interest.

**b. Volunteers**

No report

**c. Village maintenance**

i. Update on purchase of trees to replace the horse chestnut

Cllr Arnold reported that they will be planted in November.

**9. Playground and School**

a. Update on required maintenance at the playground

Cllr Mavin has met with Playdale twice. They have quoted approximately £2000 to replace the timber in the ravine with wooden stilts (this does not include removing the original wooden timbers). Further quotes for this work will be obtained by Cllr Mavin.

There has been vandalism to the memorial bench. Terry Wigley has volunteered to put together a rescue party to repair this.

During maintenance of the landscaped areas several reeds have been taken out. Turf needs to be laid in its place. It was **authorised** to spend up to £10 for this.

Cllr Arnold will ask the Shipton Volunteers if they are willing to do various jobs at the playground such as laying wood chippings and turf. It was **resolved** to spend up to £450 to purchase wood chippings and turf for this, to be taken out of the playground maintenance budget.

b. To receive quotes for warning sign on basketball hoop

No quotes for the sign have been received.

c. Update on £600 donated by Kate Burrows to be spent on the skate park.

A mobile welder will quote for repairing the pyramid at the skate park.

**10. Civic and Community**

a. Update on training on the use of the defibrillator on Fiddler's Hill

Cllr Dyer reported that the training is booked for Saturday 9<sup>th</sup> December at 11am at New Beaconsfield Hall. It was authorised to spend up to £30 for the hire of the hall.

b. Update on Wychwoods Working Together meeting in October

This is being held on Thursday 26<sup>th</sup> October. Four councillors from Milton will be attending and none from Ascott. The clerk will invite District Cllr Tom Simcox. Cllr Leffman was invited

c. To agree the donation for the Christmas round the Tree money this year

Following discussion it was **resolved** to donate this year's Carol collection to Air Ambulance. Cllr Young will get a sign made at the cost of approximately £25. This was **resolved**.

d. To discuss transfer of WODC Services to Publica Group Ltd, raised by Charlbury PC

Cllr Young explained the background to this: Cotswold, Forest of Dean, WODC and Cheltenham Borough Council have been working together over the last couple of years through the 2020 Partnership, to create a new public sector company that will employ staff from partner Councils and provide local services on their behalf. This newly created company is called Publica. Charlbury PC is concerned about the lack of transparency and tendering in this process. Cllr Leffman is concerned about the difficulty in contacting staff as they are in different offices and that there is no public scrutiny in the process. The clerk will ask Charlbury PC to keep Shipton PC informed of any developments in this.

**11. Highways and Transport**

a. To consider West Oxfordshire Community Transport's request for a donation of £1500 towards a new bus service through Shipton

Cllr Pitman explained that WOCT is a not for profit bus company that currently provides bus services around the estates in Witney, that were affected by the withdrawal of bus subsidies from OCC. WOCT is looking to set up a bus service through the Wychwoods between Witney and Chipping Norton Monday to Friday and thus have requested a donation from several PCs. This service will cater to a different market from the Villager as the timetable would enable people to get to work/college.

Cllr Leffman advised the PC to wait until the Localities group have discussed what they will fund as then WOCT will know what they need more accurately.  
It was **resolved** to not make a final decision until the OCC Localities group has met.

**b.** To consider road safety on Station Road

See public time

## 12. Communication

**a.** To consider items for the newsletter and the Wychwood magazine.

Cllr Rigby will write an article for the Wychwood Magazine. Cllrs were requested to send him contributions for this.

The clerk needs articles for the newsletter to be sent to her before the end of October.

## 13. Financial and Administrative Matters

**a. Payments to be authorised as follows:-**

i. Lisa Wilkinson	Clerk's Salary and Expenses September 2017	£605.50
	Renewal of antivirus software (Bitdefender)	£29.99
	Less Income Tax	£0.40
	Less Employee's pension	£4.34
	<b>Total</b>	<b>£630.75</b>
ii. Nest	Clerk's pension	£15.18
iii. Green Barnes Ltd	Lock for noticeboard	£25.44
iv. Repay Jill Mavin	Leaving present for Rev Hartley	£22.99
v. Chris Fitzpatrick	To be put on November agenda	
vi. Villager Bus Service	Grant (as agreed June 2016)	£600.00
vii. Repay Paul Young	Tour of Britain banners	£55.10
viii. Green Scythe	Grounds maintenance August 2017	£1,200.43

Cllrs Mavin, Arnold and Dyer will authorise the payments.

**b. Payments received:**

Kate Burrows	Donation for improvement of skate park	£600.00
Allotments	Allotment rent	£500.00
WODC	Precept (2 <sup>nd</sup> instalment)	£16,884.00

**c.** It was noted that Cllr Pitman has authorised the bank reconciliations.

**d.** To receive second quarter financial report

The clerk distributed figures for actual versus budget for the first six months of the financial year.

**e.** To consider draft budget for 2018-19

The draft budget was circulated. It was a deficit budget with a suggested increase in precept of 5.7%.  
It was **resolved** to accept this.

**f.** To agree donations for this financial year:

Donations to be considered:

<b>Organisation:</b>	<b>Donation agreed:</b>
i. First Responders	£300
ii. British Legion	£100
iii Lady Reade Educational Foundation	£200
iv. Other donation requests	£0

Mr Gardener from First Responders summarised the role that First Responders undertake in the local community.

It was **resolved** to authorise these donations.

**e.** To agree subscriptions for this financial year

Subscriptions to be considered:

<b>Organisation:</b>	<b>Amount of Subscription:</b>
OALC	£220
SLCC	£103
CPRE (Campaign for Protection of Rural England)	£36

Community First England	£65
Cotswold Line Promotion Group	£10 (already paid)

It was **resolved** to authorise these subscriptions.

**15. Correspondence Received:**

- CPRE magazine

**16. Any Other Issues to Note**

- Cllr Young and Arnold carried out the risk assessment on the parish trees. Some work needs carrying out by the Shipton Volunteers. The silver birch at the recreation ground needs watching. One of trees at playground needs a new stake. Next year a full survey needs to be done by a specialist company.
- Cllr Pitman suggested the lines on the zebra crossing need repainting; the clerk will ask OCC. At the junction of High St and Upper High St there is a collection of signs which are slowly deteriorating. Cllr Pitman will ask the proprietors of the Lamb Inn to tidy this up.
- Cllr Mavin reported that Gordon Halliday is not available to provide the music at this year's Carols around the tree. Bob Forster will be asked to provide this instead.
- Cllr Leffman gave her apologies for the November and January meetings.
- The clerk will ask Rev Stacey if she is available to do the Carols around the tree this year
- Abbeymills agreed to repair the road when the Kethero Close development was finished. The clerk will send a reminder.
- New PC e-mail addresses have been provided. Cllrs Pitman, Mavin and Rigby are continuing to use their old e-mail addresses.

**17. Dates of Parish Council Meetings for 2017/8:**

16 <sup>th</sup> November
December: Planning and finance meeting if required – to be arranged
18 <sup>th</sup> January 2018
15 <sup>th</sup> February 2018
15 <sup>th</sup> March 2018

Meeting closed: 9.40pm