

## SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council at New Beaconsfield Hall  
on Thursday 16<sup>th</sup> November 2017 at 7.30pm

**Present:** Cllrs: B. Young (in the chair), J. Mavin, B. Rigby, C. Arnold, R. Dyer, **District Cllr** T. Simcox,  
**Parish Clerk:** L. Wilkinson, 1 member of public

1. **Apologies for Absence** were received from Cllr B. Pitman and County Cllr L. Leffman.
2. There were no **Declarations of Interest**
3. **Minutes of the Parish Council meeting held on 19<sup>th</sup> October 2017** were approved and signed by the Chairman.
- 3 **Matters arising from the Minutes**  
There were none.
4. **Public Time**  
No representations were received.
5. **County Councillor's Report**  
No report was received.
6. **District Councillor's Report**
  - Cllr Simcox reported that some people have not yet received blue recycling bins but this is slowly being sorted.
  - He has spoken to residents on Upper High Street about the retrospective planning permission that was agreed; the stone boundary wall does not match the permission. Cllr Simcox stated that this will not happen in future.
  - The District Council is working to decrease homelessness in the district. The Council has received permission to buy a house to house one of the homeless families in the district.
  - A Communities Facilities Grant is available from the District Council.

7. **Planning:**  
**a. Planning applications received**

Ref no.	Address	Proposal	Decision
17/03248/HHD	Dowland, Ascott Rd, SUW	Two storey extension. New roof to existing garage.	No objection
17/03227/OUT	Land north of Milton Rd, SUW	Construction of 5 new dwellings together with 'pop up' car park/orchard, all matters reserved	Object on grounds of separation between villages, increased traffic and inappropriate urbanisation
17/03392/HHD	Wychwood House, Milton Rd, SUW	Erection of single and two storey extensions, detached garage and widening of access	No objection

**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
17/03057/FUL	Land north of Gas Lane and Ascott Rd, SUW	Erection of 2 detached dwellings with associated access and landscaping	Object to style
17/02904/FUL	Bowerham, Ascott Rd, SUW	External alterations to openings of flats	Object

**c. Decisions made:**

None

- d. 17/02904/FUL Bowerham: to discuss request from WODC that this application continues to be determined under delegated powers.

WODC planning department has informed the PC that the property has now been judged as C3 status (residential). The PC has also been told that planning officers view the design of the windows as acceptable and that the issue of parking provision is not material. WODC has asked the PC if it is happy for the decision to be determined under delegated powers or if it would like it referred to planning committee.

The PC agrees for this to be decided under delegated powers but asks that the privacy issues are considered.

Cllr Simcox left the meeting.

## 8. Environment

### a. Allotments

- i. To discuss quotes for a new water trough

To be deferred until the spring.

- ii. Update on contractor to restore/maintain the allotments

Cllr Mavin has met with Will Banks from Willbee. No other expression of interest has been received from the contractors who were approached or from the advert. It was **resolved** to ask Willbee to undertake 40 hours of work in the first instance. This will be reviewed in January.

### b. Volunteers

No update

### c. Village maintenance

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

Cllr Arnold has received a quote from Treotech for planting the three trees. However the quote exceeded the amount that the PC had previously resolved to spend. Cllr Arnold will find another two quotes to purchase three trees.

- ii. To authorise purchase of equipment for sand bunker

Cllr Young reported that the spades' handles have rotted. It was **resolved** to spend up to £30 excluding VAT to buy new two spades.

## 9. Playground and School

- a. Update on required maintenance at the playground

Trevor Stewart has started some of the routine jobs he has been asked to do.

- b. To receive quotes for warning sign on basketball hoop

One quote has been received so far. It was **resolved** to spend up to £70, excluding VAT, on a sign. Cllr Mavin will order this.

- c. To authorise cost of wood chippings and grass sods

Turf needed cannot be laid until the spring.

Wood chippings will be ordered at the cost of no more than £400 as resolved at the October meeting (£450 for wood chippings and turf combined).

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

Cllr Mavin will chase the mobile welder from Burford who has agreed to mend the pyramid. The concrete surface may need relaying.

## 10. Civic and Community

- a. Feedback on Wychwoods Working Together meeting

The meeting was held on 26<sup>th</sup> October at the Shaven Crown and attended by councillors from Milton and Shipton PCs. The Councillors felt that this was a useful meeting.

- b. To discuss arrangements for Christmas

- i. Christmas tree

The tree has been ordered. It will be erected on Saturday 9<sup>th</sup> December.

- ii. Carols around the tree

- Bob Forster has agreed to accompany the carols on his guitar.
- Rev Stacey has agreed to lead the service.
- Cllr Young will organise the gazebo and PA system
- A sign is being made stating that the charity collection this year is to Air Ambulance

## 11. Highways and Transport

### a. Update on road safety on Station Road

There is a meeting on Tuesday 21<sup>st</sup> November with Cllr Liz Leffman and James Wright from OCC to address various issues such as white lines, hatchings and a change of speed limit. It was agreed that the PC will look into asking OCC to change the speed limit to 30mph following this meeting. Cllr Young suggested that if this process was followed then match funding should be requested.

### b. To consider request by resident for improvement to surface of Gas Lane

A resident is concerned about the state of Gas Lane. This is a private road thus the residents are responsible for it. This request was refused as the duty to maintain private roads falls to owners of the properties fronting the road. There are also issues of insurance cover. The PC has no authority (power) to contribute to such repairs.

The piece of grass at the end of Ascott Rd is being damaged by cars and vehicles driving over it. The Clerk will research with OCC the cost of placing short posts there.

## 12. Communication

The newsletters have been printed and distributed to the councillors for delivery.

## 13. Financial and Administrative Matters

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

i. Lisa Wilkinson	Clerk's Salary and Expenses October 2017	£762.89
	Less National Insurance	£8.15
	Less Income Tax	£41.00
	Less Employee's pension	£5.98
	<b>Total</b>	<b>£707.76</b>
ii. Nest	Clerk's pension	£20.94
iii. Green Acres	Service and repair of 2 hedgecutters	£187.88
iv. Sophie England	Gardening work at playground	£105.00
v. Chris Fitzpatrick	Noticeboard repair (AK Timms)	£50.39
vi. Jill Mavin	Turf for playground (HBL)	£9.00
vii. Green Scythe	Grounds maintenance September 2017	£1,200.43
viii. Community First Responders	Donation (S137)	£300.00
ix. Lady Reade Educational Foundation	Donation (S137)	£200.00
x. British Legion	Donation (S137)	£100.00
xi. CPRE	Annual membership	£36.00
xii. SLCC	Annual membership	£69.50
xiii. OALC	Planning training (Cllr Arnold)	£42.00
xiv. Repay B. Young	Expenses for Wychwood Working Together meeting (Shaven Crown)	£79.95
xv. New Beaconsfield Hall	Meeting room hire	£197.60

Cllrs Dyer and Arnold will authorise the payments online.

### b. Payments received:

Allotments	Allotment rent	£170.00
1&1 Internet Ltd	Refund at end of contract	£2.54

## 15. Correspondence Received:

Message in a Bottle from Robert Courts

## 16. Any Other Issues to Note

- Request for an update on the HGV consultation in Burford at the January meeting.
- The new bench provided by Kate Burrows at the skate park is looking very attractive
- Request for an update on the Local Plan at the January meeting.

- The potholes on Leafield Rd have been repaired. The constant attention of the PC and Liz Leffman has resulted in these repairs.

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

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: 9pm