

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

13th January 2018

You are summoned to attend the Meeting of the Council at New Beaconsfield Hall
on Thursday 18th January 2018 at 7.30pm
For the transaction of business stated below. The Public and Press are also invited to attend.

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest** Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. Please refer to the notes at the end of the agenda.
2. **Minutes of the Parish Council meeting held on 15th December 2017** for approval and signature.
- 3 **Matters arising from the Minutes**
4. **To note that Rebecca Ward has resigned as parish councillor.**
4. **Public Time**
5. **County Councillor's Report**
6. **District Councillor's Report**
7. **Planning:**
 - a. **Planning applications received**

Ref no.	Address	Proposal
17/03997/HHD	3 Hartleys Barn, Plum Lane, SUW	Enlargement of window opening in external wall

b. Decisions Outstanding:

Ref no.	Address	Proposal	Decision
17/03952/FUL	Yew Tree Cottage, Burford Rd, SUW	Conversion and extension of garage to create a self-contained dwelling ancillary to the main house	No objection

c. Decisions made:

Ref no.	Address	Proposal	Decision
17/03732/HHD	5 Bradleys	Erection of rear conservatory	PC -No objection WODC - Approved
17/03744/HHD	3 Sinnels Field	Insertion of two new dormers and roof light to rear elevation	PC - No objection WODC - Approved
17/03919/FUL	Mulberry Barn, Mawles Lane, SUW	Erection of holiday let	PC -No objection and comment WODC - Approved
17/03992/HHD	Meadow Cottage, Meadow Lane, SUW	Raise height of walling of existing single storey extensions and construction of new roof over to include roof lanterns. Erection of single storey extension to create utility room.	PC - No objection WODC - Approved

8. **Environment**
 - a. **Allotments**
 - i. Update on contractor to restore/maintain the allotments
 - b. **Volunteers**
 - c. **Village maintenance**
9. **Playground and School**
 - a. Update on required maintenance at the playground
 - b. To receive quotes for warning sign on basketball hoop
 - c. Update on £600 donated by Kate Burrows to be spent on the skate park.
10. **Civic and Community**
 - a. Feedback on Carols around the Tree
11. **Highways and Transport**
 - a. Update on safety measures on Station Road
 - b. To consider request for extra salt bin
 - c. Update on West Oxfordshire Community Transport
12. **Communication**
13. **Financial and Administrative Matters**

a. Payments to be authorised as follows:-

i. Lisa Wilkinson	Clerk's Salary and Expenses December 2017	£494.64
	Plus overpaid Income Tax	£12.20
	Travel for CiLCA course	£11.70
	Less Employee's pension	£3.84
	Total	£514.70
ii. Nest	Clerk's pension	£13.44
iii. HMRC	Income tax payment	£53.55
iv. SLCC	CiLCA training course for clerk	£204.00
v. WOCT	Funding for Community transport	£1,218.00
vi. OALC	Data protection training - 2 places	£96.00
vii. Morelock Signs	2 police speed check area signs	£92.06
viii. Repay B. Young	Thank you for hedge cutting	£21.45
ix. Repay B. Young	Leaving gift for Rev Kate Stacey	£25.00
x. New Beaconsfield Hall	Annual donation	£2,600

b. Payments received:

Allotments	Allotment rent	£40.00
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c. To resolve a virement of £700 to be transferred to the playground budget, this includes £600 donation for Skate Park.

d. To resolve a virement of £400 to be transferred to the Donations budget to cover agreed funding to West Oxfordshire Community Transport

e. Quarterly accounts report

f. Annual Parish Meeting a

g. Meeting dates for next financial year

Date	Thursday of month	Weeks between meetings
19 th April 2018 including Annual Parish Meeting	3 rd	5
17 th May 2018	3 rd	4
21 st June 2018	3 rd	5
19 th July 2018	3 rd	4
August: Planning and finance meeting if required – to be arranged		
20 th September 2018	3 rd	
18 th October 2018	3 rd	4
15 th November 2018	3 rd	4
December: Planning and finance meeting if required – to be arranged		
17 th January 2019	3 rd	
21 st February 2019	3 rd	5
21 st March 2019	3 rd	4

15. Correspondence Received:

16. Any Other Issues to Note

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

15 th February 2018
15 th March 2018

Lisa Wilkinson
Parish Clerk

(i) Any member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered. (ii) With the exception of the circumstances listed in paragraphs 17 and 19 of the Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the Public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances the Member must withdraw from the meeting room, and should inform the Chairman accordingly.

(iii) It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared or whether a personal interest should also be regarded as prejudicial.