

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

12th October 2018

You are summoned to attend the Meeting of the Council at New Beaconsfield Hall
on Thursday 18th October 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.
3. **Election of Chairman**
4. **Co-option of new parish councillor**
5. **Minutes of the Parish Council meeting held on 20th September 2018** for approval and signature.
6. **Matters arising from the Minutes**
7. **Public Time**
8. **County Councillor's report**
9. **District Councillor's report**
10. **Planning:**
 - a. *Planning applications received*

Ref no.	Address	Proposal
18/02564/HHD	1 Langland Cottages, Fiddlers Hill, SUW	Alterations and construction of rear balcony
18/02684/HHD	Quarry Hill Farm, Leafield Rd, SUW	New carport with storage space above to replace/cover existing parking spaces
18/02760/CND	Land south of Milton Road, SUW	Discharge of conditions 12 (Construction method statement) 17 and 18 (Access) of planning permission 16/02851/OUT
18/02828/FUL	The Workshop Garage, Gas Lane, SUW	Conversion of existing workshop into a new dwelling, with single and two storey extensions
APP/D3125/W/18/3206281 Original app no: 18/00272/FUL	Fourwinds, Burford Rd, SUW	Notification of planning appeal on conversion of barns to create two dwellings and associated works

b. Decisions Outstanding:

Ref no.	Address	Proposal	PC Decision
18/02154/RES	Land South Of Milton Road Shipton Under Wychwood	Reserved matters application following 16/02851/OUT seeking approval for appearance, landscaping, layout and scale. It is also proposed that conditions 8 (tree protection) 9 (levels) 14 (CEMP) and 15 (LEMP) will be discharged as part of this application for reserved matters approval.	Comment
18/02158/FUL	40 Plum Lane, SUW	Change of use of land from agricultural to domestic and creation of new access	Object
18/02231/FUL	Bowerham, Ascott Rd, SUW	Alterations to fenestration previously approved under 17/02904/FUL and insertion of rooflights (one to the front and seven to the rear roof) (Retrospective).	Object
18/02234/FUL	Tall Trees Centre, Burford Rd, SUW	Erection of single storey staff accommodation building and associated car parking	No objection
18/02387/FUL	Milton Service Station. Shipton Rd, Milton UW	Erection of dwelling with associated works	Support

c. Decisions made:

Ref no.	Address	Proposal	Decision
18/02349/HHD	Jersey Cottage, 3 Home Farm Close, SUW	Erection of single storey extension	PC - No objection WODC - Approved

11. Environment

a. Allotments (Cllr Mavin)

- i. Update on maintenance of the allotments
- ii. Update on request for extra water trough(s)

b. Volunteers (Cllr Arnold)

- i Update on volunteer thank you event to be held in October/November

c. Village maintenance

d. Burial Ground

- i. Update on request for memorial bench
- e. Update on planting a Remembrance tree and plaque in commemoration of the Centenary of the Armistice of WW1

12. Playground (Cllr Brunsden)

13. School (Cllr Mavin)

14. Civic and Community

- a. To consider PC response to consultation on renaming Kethero Close as Olivers Yard
- b. To consider cleaning of War Memorial (Cllr Etherington)
- c. To consider arrangements for Carols around the Tree
- d. To consider to which organisation to contribute the collection from Carols around the Tree

15. Highways and Transport

a. Speedwatch

- i. To consider request to purchase four more speed signs at the cost of around £40 each
- ii. To consider request to hold a thank you event for the Speedwatch volunteers
- b. To consider requesting a zebra crossing near the primary school, at the border between Sipton and Milton

16. Communication

To consider newsletter to be published in November

17. Financial and Administrative Matters

a. Payments to be authorised as follows: -

i. Lisa Wilkinson	Clerk's net salary September 2018	£475.15
	Clerk's expenses September 2018	£15.00
	Total	£490.15
ii. Nest	Clerk's pension	£21.14
iii. OCC	Library staffing support	£1,060.47
iv. British Legion	Memorial Wreath	£100.00
v. Green Scythe	August grounds maintenance	£1,228.37
vi. Alfred Groves & Sons	Planks (playground maintenance)	tbc
vii. HMRC	Income tax	£29.20
viii. Moore Stephens	External Audit	£240.00
ix. New Beaconsfield Hall	Committee room hire	£197.60
x. Systems and Solutions	New PC laptop	£854.99

b. Payments received:

WODC	Precept (2 nd instalment)	£17,471.50
Allotment holders	Allotment rent	£460.00

c. To receive audited Annual Governance and Accountability Return 2017-18. To note recommendations

d. To consider draft budget for 2019/20

e. To receive 2nd quarter financial report

f. To sign bank reconciliations

g. To agree donations for this financial year:

Donations to be considered:

Organisation
First Responders
Lady Reade Educational Trust
Wychwood Wild Garden

g. To agree subscriptions for this financial year

Subscriptions to be considered:

Organisation	Amount of Subscription
OALC	£230.00
SLCC	£70.00
Cotswold Line Promotion Group	£10.00

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- 18. **Correspondence Received**
- 19. **Any Other Issues to Note**
- 20. **Dates of Parish Council Meetings for 2018/19:**

15 th November 2018
December: Planning and finance meeting to be arranged
17 th January 2019
21 st February 2019
21 st March 2019

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.