

## **SHIPTON UNDER WYCHWOOD PARISH COUNCIL**

To all members of the Parish Council

9<sup>th</sup> November 2018

You are summoned to attend the Meeting of the Council at New Beaconsfield Hall  
on Thursday 15<sup>th</sup> November 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. **Minutes of the Parish Council meeting held on 18<sup>th</sup> October 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
18/03020/HHD & 18/03021/LBC	Shipton Lodge, High St, SUW	Internal and external alterations to construct rear conservatory
18/02960/HHD	Langley Ridge Farm, Leafield Rd, SUW	Conversion of existing building to create a self-contained living accommodation. Closure of one vehicular access
18/02915/OUT	Land North of Milton Road, SUW	Erection of four dwellings, improved access and community pop-up car park and community orchard
18/03044/FUL	Shipton Lodge Cottage, High St, SUW	Conversion of existing two dwellings to form one larger dwelling to include erection of two storey and single storey oak framed extension, and insertion of three dormer windows, all to western elevation. Conversion of existing stable block to create one dwelling.

#### **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
18/02684/HHD	Quarry Hill Farm, Leafield Rd, SUW	New carport with storage space above to replace/cover existing parking spaces	No objection
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	Comment
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
18/02828/FUL	The Workshop Garage, Gas Lane, SUW	Conversion of existing workshop into a new dwelling, with single and two storey extensions	Comment
APP/D3125/W/I8/3206281 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	No further comment

**c. Decisions made:**

Ref no.	Address	Proposal	Decision
18/02564/HHD	1 Langland Cottages, Fiddlers Hill, SUW	Alterations and construction of rear balcony	PC -No objection and comment WODC - Approved
18/02158/FUL	40 Plum Lane, SUW	Change of use of land from agricultural to domestic and creation of new access (amended plans and description)	PC – Object WODC - Approved

d. To consider the planning process and how to respond as a parish council.

**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
- ii. To consider purchase of hedge trimmer

**c. Village maintenance**

**d. Burial Ground**

- i. Update on request for memorial bench
- ii. To discuss possible extension of the burial ground
- iii. To resolve to contact the adjacent householders to request pruning of trees/hedges overhanging the burial ground.
- iv. To purchase green bins and arrange with WODC to collect the refuse

**12. Playground** (Cllr Brunsdon)

**a. Playground Quarterly Report**

**13. School** (Cllr Mavin)

Update on planting a Remembrance tree and plaque in commemoration of the Centenary of the Armistice of WW1

**14. Civic and Community**

- a. Update on cleaning of War Memorial (Cllr Etherington)
- b. Update on arrangements for Carols around the Tree

**15. Highways and Transport**

**a. Speedwatch**

- i. To consider the loan of the Speedwatch equipment
- b. Update on traffic calming near the primary school, at the border between Shipton and Milton

**16. Communication**

- a. Request from Wychwood surgery for a centralised information page for the Wychwoods

**17. Financial and Administrative Matters**

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

i. Lisa Wilkinson	Clerk's net salary October 2018	£643.78
	Clerk's expenses October 2018	£15.00
	<b>Total</b>	<b>£658.78</b>
ii. Nest	Clerk's pension	£30.65
iii. Wychwood Wild Garden	Annual donation	£10000
iv. New Beaconsfield Hall	Annual donation	£1000
v. Green Scythe	August grounds maintenance	£1,228.37
vi. Shipton Bowls Club	Donation s137	£400.00
vii. Lady Reade Educational Trust	Donation s137	£100.00
viii. Carole Arnold	Volunteers expenses	£22.82
ix. SLCC	Membership renewal	£73.50
x. Green Scythe	September grass cutting	£1,228.37
xi. Morelock Signs	Police speed check signs x4	£255.84
xii. Burford School	Newsletter printing	£96.75

**b. Payments received:**

Allotment holders	Allotment rent	£130.00
HMRC	VAT reclaim Q2 2018-19	£793.75

c. To consider draft budget for 2019/20

d. To consider portfolios for Cllr Yates

e. To consider shredding old documents with external company

f. To consider storage of parish records including purchase of replacement filing cabinets

g. To resolve to adopt the General Power of Competence

h. To arrange December PC meeting

**18. Correspondence Received**

**19. Any Other Issues to Note**

**20. Dates of Parish Council Meetings for 2018/19:**

December: Planning and finance meeting to be arranged
17 <sup>th</sup> January 2019
21 <sup>st</sup> February 2019
21 <sup>st</sup> 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.