

# SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

12<sup>th</sup> July 2019

You are summoned to attend the Meeting of the Council at New Beaconsfield Hall  
on Thursday 18<sup>th</sup> July 2019 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 20<sup>th</sup> June 2019 for approval and signature.

### 4. Matters arising from the Minutes

### 5. Public Time

### 6. County Councillor's report

### 7. District Councillor's report

### 8. Planning:

#### a. Planning applications received

Ref no.	Address	Proposal
19/01526/LBC	Church View, High St, SUW	Installation of secondary glazing to all eight windows in front elevation of property

#### b. Decisions Outstanding:

Ref no.	Address	Proposal	PC Decision
19/01405/HHD	Stonecroft, Fiddlers Hill, SUW	Demolition of an existing conservatory and shed, new lean-to side extension, new chimney and conversion of the internal garage into living accommodation	No objection
19/01312/HHD	Shipton Lodge High Street	Construction of conservatory to South elevation	No objection
19/01313/LBC	Shipton Lodge High Street	Internal and external alterations to construct conservatory to South elevation	No objection
19/01474/FUL	Land North Of Gas Lane And Ascott Road	Erection of two detached dwellings, access and landscaping	Comment

#### c. Decisions made:

Ref no.	Address	Proposal	Decision
19/01275/S73	Bowerham, Ascott Rd, SUW	Variation of condition 3 of 18/03651/FUL for alterations to fenestration and insertion of 4 no. rooflights (part retrospective)	PC – Object Application withdrawn
19/01274/FUL	Bowerham, Ascott Rd, SUW	Installation of balustrade to create balcony in association with residential use	PC -Object Application withdrawn

#### d. To consider a framework for planning decisions

#### e. Update on Section 106 funding

### 9. Communication

#### a. Update on installation of superfast broadband

#### b. Strategic planning (Cllr Etherington)

### 10. Highways and Transport

### 11. Environment

#### a. Allotments (Cllr Mavin)

##### i. Update on beekeeping on the allotments. To consider purchase of a hive.

##### ii. Update on Wychwood Sprouts – allotments group for children

##### iii. Update on provision of Seating area/Pond/wildlife area. To set a budget for project.

#### b. Volunteers (Cllr Arnold)

##### i. To consider placing a second container on the allotments

#### c. Village maintenance

##### i. To consider setting up a Trusted Trader account (Cllr Etherington)

#### d. Burial Ground

### 12. Playground (Cllr Brunsdon)

#### a. Skateboard ramp

### 13. School (Cllr Mavin)

### 14. Civic and Community

#### a. Update on Shipton Fair (Cllr Brunsdon)

##### i. Update on storage of fair games

b. Update on purchase of a detailed map showing the boundaries of the Parish and the boundaries of the Conservation Area

c. To consider obtaining a Traveller Prevention Order (Cllr Etherington)

**15. Financial and Administrative Matters**

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

i. Lisa Wilkinson	Clerk's net salary June 2019	£450.44
	Clerk's expenses June 2019	£27.25
	<b>Total</b>	<b>£477.69</b>
ii. Nest	Clerk's pension	£33.82
iv. Green Scythe	Grounds maintenance May 2019	£1329.89
iv. Wychwood Primary School	Donation for gated access to MUGA (GPC)	£1,000
v. Fenland Leisure Products	Replacement footrests	£445.20
vi. Wychwood Wild Gardens	Annual donation (GPC)	£1000.00
vii. OALC	Planning training (Cllr Rigby)	£54.00
viii. Alfred Groves (repay T. Bruntsden)	Hacksaw frame/lump hammer/power bit set (installation of footrest at playground)	£29.03
<b>Shipton Fair costs:</b>		
ix. BannerBuzz	Outdoor banners	£93.31
x. printed.com	A4 poster x 25	£31.37
xi. printed.com	Village fair poster	£74.11
xii. amazon.co.uk (repay T. Bruntsden)	Orbital sander (50% paid as resolved June 2019)	£14.50
xiii. amazon.co.uk (repay T. Bruntsden)	Hole Saw Pilot Drill Bit	£5.00
xiv. amazon.co.uk (repay T. Bruntsden)	12x Acrylic Paint Marker pens	£12.88
xv. Ikea (repay C. Arnold)	Tablecloth fabric	£168.00
xvi. Amazon (repay Chris Fitzpatrick)	Hammer drill (50% paid as resolved June 2019)	£30.00
xvii. Ultimate Signs	Aluminum composite sign	£480.00
xxii. Baker Ross (repay T. Bruntsden)	Fair prizes	£152.03
xxiii. amazon.co.uk (repay T. Bruntsden)	Handheld wooden ratchet	£6.99
xxiv. amazon.co.uk (repay T. Bruntsden)	Magnet Skittle Notice Board	£52.56
xxv. Keten (repay T. Bruntsden)	Acrylic Paint Marker pens	£11.99
	<b>Shipton Fair Total for this month</b>	<b>£1132.74</b>
	<b>Total so far:</b>	<b>£3,792.01</b> (excluding VAT)

**b. Payments received:**

HMRC	VAT refund Q4 2018-19	£709.80
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**c. Bank statement to 31 June 2019**

<b>Unity Trust Current Account</b>	<b>£18,650.53</b>
<b>Unity Trust Deposit Account</b>	<b>£70,416.14</b>

d. To receive financial statements, bank reconciliations and actual versus budgeted expenditure

e. To consider opening a COIF Public Sector Deposit Fund (Cllr Etherington)

**16. Correspondence Received**

**17. Any Other Issues to Note**

**18. Dates of Parish Council Meetings for 2019/20:**

15 <sup>th</sup> August 2019 – Planning and finance only
19 <sup>th</sup> September 2019
17 <sup>th</sup> October 2019
21 <sup>st</sup> November 2019
19 <sup>th</sup> December: Planning and finance meeting only
16 <sup>th</sup> January 2020
20 <sup>th</sup> February 2020
19 <sup>th</sup> March 2020

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.