

## **SHIPTON UNDER WYCHWOOD PARISH COUNCIL**

Minutes of the Remote Meeting of the Council  
held online on Thursday 16<sup>th</sup> July 2020 at 7.30pm

**Present: Cllrs:** B. Rigby, J. Mavin, R. Dyer, C. Arnold, T. Brunsdon, T. Yates, M. Colledge, **County Cllr** L. Leffman, **District Cllr** J. Acock, **Parish Clerk:** L. Wilkinson

1. **Apologies for Absence:** none were received.

2. **Declarations of Interest:** none were received.

3. **To approve the accuracy of the minutes of the Parish Council meeting held on 18<sup>th</sup> June 2020 and the Extraordinary meeting held on 3<sup>rd</sup> July 2020**

These were agreed and signed as a true record.

4. **Matters arising from the Minutes**

None.

5. **Public Time**

None

6. **County Councillor's report**

Online County Council meetings, including scrutiny committees, have now re-started. County Hall has now re-opened for registrations of births, and some staff have moved back in though most people will continue to work from home.

Recently the Government has funded grants for their Active Travel programme which is to encourage more walking and cycling. Oxfordshire put in a bid for £600,000 but was only awarded 50% of this. This was very disappointing and we have yet to see details as to why the bid was not successful, but we think it was because too much was included that should have been funded by the County out of its existing budget. This included repainting of some lines for cycle lanes and the management of vegetation. The county council has now allocated £300,000 to this work out of their own funds. West Oxfordshire has had very little other than a new bicycle rack in Witney, though the verges are being cut to accommodate cyclists. There is a further £2.4 million which will be open for the county to bid for next month which can be used to set up new schemes and councillors will review the bid with officers this time to ensure that it meets the criteria.

Another government initiative for which Oxfordshire has been invited to bid is Better Deals for Bus Users. Part of this is for rural bus services, but unfortunately, although bus services linking with rail stations in West Oxfordshire were considered, they have not been included in this bid, and in all cases appear to have failed due to not increasing diversity.

Incidences of coronavirus are now very low in Oxfordshire and we are no longer having the weekly updates that we got used to during the past few months.

There is a move towards a unitary council again. This is country-wide. A White paper on this is due to go to Parliament in September.

7. **District Councillor's report**

Covid-19 recovery has been the biggest and most important issue dominating the council's time. Cllr Acock has been pressuring the administration to offer financial support, in the form of a loan, to the leisure providers, GLL (also known as Better Health). The reason why it should be a loan is to make sure that if GLL was to file for bankruptcy, West Oxfordshire District Council, can be a creditor and, hopefully, retrieve some, if not all, of the funds. More can be found here:

<https://www.witneygazette.co.uk/news/18537475.district-council-support-leisure-service-provider-gll/>

There have not been any Scrutiny meetings and still no motions are allowed at full council, despite needing these vital pieces of democracy to operate for a full recovery. All meetings are still online.

Regarding the issue of planning, the Gas Lane development has been deferred until next month so the developer can take on board the objections raised by the Parish Council and a vocal resident. It will then go back to the Uplands planning committee and we will have to see the verdict then.

The Eynsham Garden village action plan just been released.

Cllr Acock has been awarded a scholarship from Gray's Inn to train as a barrister. He begins his master's in law in September, followed by the barrister training the year after. Congratulations were passed to Cllr Acock.

## 8. Planning:

### a. Planning applications received

None

### b. Decisions Outstanding:

Ref no.	Address	Proposal	PC Decision
20/00991/FUL	Land North of Gas Lane, SUW	Erection of two detached dwellings together with associated landscaping and alterations to existing vehicular access	Object

### c. Decisions made:

20/01181/HHD	Stoncroft, Fiddlers Hill, SUW	Demolition of existing conservatory and shed, new lean-to-side extension, new chimney and conversion of internal garage to living accommodation	PC- No objection WODC- Approved
20/01071/FUL	Milton Service Station, Shipton Rd, Milton	Erection of single storey dwelling with associated works	PC- No objection/Support WODC- Approved
20/01294/HHD	23 Sinnels Field, SUW	Erection of front porch	PC- No objection WODC - Approved

### d. Update on S106 funding

#### i) To receive minutes from S106 working party meeting on 3rd July

These were distributed to all councillors.

It was proposed that the £9,400 needed to be re-allocated from the Bowls Club will be re-advertised.

This was **resolved**.

#### ii) To resolve proposed contributions of first 50% of S106 funding

£23,936 to be distributed

It was proposed to award:

- £1950 to Football club
- £8000 to Cricket club
- £9000 to Wychwood Players
- £4500 to WWG

These were **resolved**. The clerk will contact the organisations to inform them.

#### iii) Update on Art project

Deanfield Homes have agreed to the proposed installation although it will not be able to be erected until spring 2021 due to its location in the same place as the Deanfield monolith.

WODC has requested a detailed budget breakdown.

### e. To receive report on Conservation Area Character Appraisal and 'Proposals for Preservation and Enhancement

Cllr Colledge reported that he has spoken to WODC and there is no Character Appraisal for this Conservation area. It was agreed not to proceed with this.

## 9. Communication

Welcome Pack has been delivered to the occupied houses at Deanfield estate.

## 10. Highways and Transport

No report.

## 11. Environment

### a. Allotments

#### i. Update on additional water supply

No quotes yet received.

#### ii. To consider strimming of overgrown plots to enable them to be rented out

This has been carried out within the grass cutting contract.

iii. Trees at orchard have benefited from pruning. However, the grass needs cutting more frequently than the current twice a year in the contract. The clerk will investigate the costings of this.

## **b. Volunteers**

- i. Update on placing container on the allotments

The ground has been cleared. The PC is now waiting for the container supplier to inspect the area.

- ii. Green skip has been delivered for green waste created by the volunteers only.

## **c. Village maintenance**

- i. Update on management of grass verges to encourage wildlife

This is being investigated.

## **d. Burial Ground**

No report.

- e. To receive minutes from Environment Working Party and consider its proposals

Max Askew (arborist) has agreed to help identify suitable trees for specific locations.

Suggested areas for planting are Plum Lane (entrance to Court Close), four in Wychwood Wild Garden, 17th July Allotments – Swinbrook Rd and Fiddlers Hill and the Deanfield site. A walkabout is arranged for Friday

A 3-year-old silver birch has kindly been donated by a resident.

A contribution has been offered from the tennis club to celebrate 70 years of the club.

Budget/cost:

The budget for planting trees is £1000. £1000 has also been allocated for a tree audit. The EWP requested that the tree audit is deferred until next financial year as £2000 will be needed to purchase the trees.

This was **resolved**.

- f. Update on sewage discharge into Little Stock brook and the Evenlode at Shipton

Thames Water can legally discharge sewage into the river at certain times. It seems to be more often at present, so concern has been raised. Cllr Colledge will talk to John Pratt, councillor at Milton, to work on this.

## **13. Playground**

- a. To note opening of playground and steps taken to achieve this

The playground was re-opened on 4<sup>th</sup> July in line with Government guidelines. A thorough risk assessment has been carried out, signs and posters have been erected and anti-bacterial hand wash was provided in the early stages of re-opening. Weekly checks are being undertaken in line with insurance requirements. All posts on social media and signs clearly state that parents/carers are responsible for cleaning equipment and hands before and after use as the PC does not have the facility to carry out a regular cleaning schedule.

## **14. School**

School closes for the summer on Friday 17<sup>th</sup> July. Everything is in place for re-starting in September.

## **15. Civic and Community**

- a. Update on noticeboard

The noticeboard has been paid for by the insurance company of the delivery van that caused the incident and is currently being constructed.

**b.** To consider holding one annual thank you event for all volunteers/helpers to the Parish Council during the year

It was agreed that this would be held on an annual basis. Due to Covid-19 it was agreed that it would be attempted to be held in the hall in the winter. If not, it will be arranged for summer 2021. Invitees will include parish councillors, volunteers, Speedwatch volunteers, Working party volunteers, allotment volunteers.

- c. To consider closure of the Covid-19 volunteer scheme

The scheme will continue for the time being in case there is a spike of the virus in the coming months. This will be reviewed in November.

## **16. Financial and Administrative Matters**

- a. Payments to be authorised as follows: -

Lisa Wilkinson	Clerk's net salary June 2020	£558.99
	Clerk's expenses June 2020	£36.91
Amazon (repay L. Wilkinson)	Laminating pouches/ Antibac gel	£35.93
Amazon (repay L Wilkinson)	Warning signs for pond	£9.36

	<b>Total</b>	<b>£641.19</b>
Nest	Clerk's pension	£40.76
Hickmans Brothers Landscapes	Skip hire (volunteers)	£220.00
Ben Jessey	Grounds maintenance Burial ground (2 cuts June)	£180.00
Green Scythe	Grounds maintenance May	£1,549.44
Green Scythe	Grounds maintenance June	£1,314.24
Sophie England	Playground gardening contract	£86.95
Netwise UK	Upgrade of email package	£100.27
Wel Medical (Repay R. Dyer)	Disposable battery for defib (NBH)	£163.20
Alfred Groves DIY shop	Materials for playground re-opening	£50.26
Allotment volunteers (repay J. Mavin)	Donation (GPC)	£88.50
Castle Water	Allotment water bill (direct debit)	£34.40
Mark Bufton	Tree removal at allotments	£245.00

These will be authorised by Cllrs Arnold and Brunsdon

**b. Payments received:**

None

**c. Bank statement to 30 June 2020**

<b>Unity Trust Current Account</b>	<b>£28,474.23</b>
<b>Unity Trust Deposit Account</b>	<b>£70,699.00</b>

**d. To receive Financial reports, bank reconciliations and actual vs expenditure**

Cllr Arnold will authorise the bank reconciliation

**17. Correspondence Received**

- Email regarding purchase of powered pavement sweeper. To be discussed at September agenda

**18. Any Other Issues to Note**

The hedge needs cutting back on the western side of the tennis courts. The tennis club will offer to get it cut back professionally so the volunteers can then manage it. They would like to fill in the gaps with holly/honeysuckle.

**19. Dates of Parish Council Meetings for 2020/2021:**

<b>Date</b>	<b>Meeting</b>
20 <sup>th</sup> August 2020	Parish Council (finance & planning only)
17 <sup>th</sup> September 2020	Parish Council
15 <sup>th</sup> October 2020	Parish Council
19 <sup>th</sup> November 2020	Parish Council
17 <sup>th</sup> December 2020	Parish Council (finance & planning only)
21 <sup>st</sup> January 2021	Parish Council
18 <sup>th</sup> February 2021	Parish Council
18 <sup>th</sup> March 2021	Parish Council

Meeting closed: 20.30