

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council at New Beaconsfield Hall
on Thursday 19th September 2019 at 7.30pm

Present: Cllrs: B. Rigby (in the chair), R. Dyer, T. Etherington, T. Yates, T. Brunsten, County Cllr L. Leffman, **Parish Clerk:** L. Wilkinson, 12 members of public

1. **Apologies for Absence** were received from Cllrs J. Mavin, C. Arnold and District Cllr J. Acock.

2. **Declarations of Interest** were received from Cllr Dyer for item 7a: 19/02388/HHD Home Farm Close and 19/02459/FUL Tennis Courts, Beaconsfield Hall, Station Rd. And Cllr T. Brunsten for 19/02459/FUL Tennis Courts, Beaconsfield Hall

3. **Minutes of the Parish Council meeting held on 15th August 2019** were approved and signed.

4. Matters arising from the Minutes

Cllr Rigby gave a big vote of thanks to Cllr Brunsten for leading the Fair so successfully.

5. Public Time

Cllr Rigby re-arranged the order of the agenda so the public could speak on planning applications.

i. 19/02356/HHD 23 Sinnels Field, SUW:

Objections raised to this planning application:

- It is against the design ethos of the estate and impacts on privacy and is overbearing in height and projection.
- Concern raised about the height and the mass of the proposed extension. Infringes on privacy, overly dominant and overshadows neighbouring property.

The councillors then discussed this application. See item 8a for decision.

ii. 19/02459/FUL Wychwoods Tennis club, New Beaconsfield Hall

Cllr Rigby introduced the issues by explaining that WODC will be taking this to planning committee.

District Cllr Acock is proposing to hold a village meeting to inform his input into this application.

Comments were then heard from those in favour of the application:

- Open meeting was held at the APM and a public drop-in event at New Beaconsfield Hall. The application tries to have as little impact on its surroundings as possible. The Tennis Club has listened to objections and suggested ways to combat these.
- Encourages sport and recreation in village
- Lighting technology has improved since the last application.
- Main objective for the lights is to continue the junior coaching programme through the winter.

Comments were heard from those objecting to the application:

- It would create a significant change in the living environment.
- Planning reasons to object – Local Plan EH1, EH8 and EH10.
- The Cotswold Conservation Board states that proposals should avoid light pollution.
- Station Road trees provide no screening in the winter.
- Seems to be no difference to what the Inspector turned down last time.
- Overbearing size and scale of light fitting/poles. Alter the open feeling of the courts.
- Loss of darkness, privacy and amenity.
- The Tennis Club Lease stipulates no nuisance to neighbours.
- Query about the power source for the lights

The councillors then discussed this application. See item 8a for decision.

iii. Speedwatch:

County Cllr Leffman was asked to chase the repainting of the remaining 40mph roundel on Station Road and the 30mph repeater sign at the junction of Meadow Lane and Station Road which has disappeared.

6. County Councillor's report

Cllr Leffman reported:

- Changes with how roadworks are managed by utilities companies are being implemented. Companies must apply to OCC for a permit. Discounts will be available for utility companies working together. This scheme will be in place from February 2020 with a soft start from November 2019. Council Officers will inspect work after completion.

- There are currently problems with developers locally who do not follow routing agreements. The future plan is to attach the agreements to the s106 agreement and compensation, and fines will have to be paid if developers do not adhere to the arrangements. They are also required to pay for damage to roads and verges.
- There will be some new youth grants available shortly.
- A query has been received about the wall at Shipton Court leaning and with new cracks. Cllr Leffman will investigate who is responsible for monitoring this.

7. District Councillor's report

Cllr Acock sent in a report:

The main issue that has come up in Shipton over the summer has been planning. I have been dealing with the Bowerham flats and the Milton Service station bungalow. Residents have asked for my help and I have been offering advice. Enforcement has NOT updated me whether they will be seeking further legal challenges against the Bowerham flats.

The other issue which has arisen is the Tennis Court application. I have received emails and telephone calls from both supporters and objectors. My view is clear: I will be remaining neutral until all evidence has been considered. Because feeling is very strong on both sides of the argument, I will be calling a meeting for the village, in early October to hear both sides of the argument. The Tennis club will be allowed three minutes to offer their case for support, and so will the main objector. WODC Planners will also be in attendance at the meeting along with myself. The date will be set for early October.

In other news, it has been a quiet summer. However, over the summer, I have been working on a new equalities policy which I hope to present to WODC, and that is also being discussed at the Economic and Social committee meeting tonight.

If any residents do wish to get in touch, please contact me on 07582379760 or send me an email.

8. Planning:

a. Planning applications received

Ref no.	Address	Proposal	PC Decision
19/02247/S73	Mossy Bank, Leafield Rd, SUW	Noncompliance with condition 2 of planning permission 18/02599/FUL to allow changes to openings and fenestration.	No objection if the timber is in keeping with existing building
19/02388/HHD	8 Home Farm Close, SUW	Erection of two single storey rear extensions	Object on grounds that the documentation is inadequate to support an informed decision. The PC recommends that the application is withdrawn and re-submitted.
19/02356/HHD	23 Sinnels Field, SUW	Erection of new single and two storey rear extension	Object. The PC is concerned about the height and mass of the proposed extension. As Sinnels Field is an estate that slopes heavily, it has been designed to accommodate this resulting in an open aspect. The proposed extension would be disproportionate to the size of the house and garden. It would create serious issues overlooking neighbours, taking away their privacy. Because it is set higher there would also be serious overshadowing on adjacent properties (overbearing). The PC would look more favourably on a single storey extension.
19/02459/FUL	Tennis Courts, Beaconsfield Hall, Station Rd, SUW	Installation of floodlights to provide lighting for two tennis courts	It was resolved to ask for this to go to Uplands planning committee as several issues were beyond the scope of the PC. The PC's full response to the application is available on request or shortly on the WODC planning website

b. Decisions Outstanding:

Ref no.	Address	Proposal	PC Decision
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
19/01732/HHD	14 Tothill, SUW	Replace rear conservatory with larger conservatory. Replace front porch with larger porch	No objection
19/01931/FUL	Sunny Bank, Leafield Road, SUW	Demolition of the existing dwelling and outbuilding. Erection of replacement dwelling and detached double garage with attached log store and storeroom above. Close existing access and provision of new vehicular access in revised position with entrance gates and boundary walling together with associated landscaping works	Comment.

c. Decisions made:

Ref no.	Address	Proposal	Decision
19/02065/HHD	Brook Cottage, Chapel Lane, SUW	Alterations and insertion of a new window to side elevation	PC- No objection WODC - Approved
19/01875/HHD	The Willows, Chapel Lane, SUW	Erection of first floor link extension including gable end extension to existing south west elevation	PC - No objection WODC - Approved

d. Update on Section 106 funding: to discuss ideas for Public Art Statement
Deanfield Homes has agreed that the funding for this will be given directly to WODC, although an exact figure has not yet been received. The Working Party will continue to research both these ideas:

- Wychwood Tree
- Mosaic of map of Shipton

9. Communication

a. Update on installation of superfast broadband
Cllr Yates reported that the Sinnels Field Management Company has concerns about the state that the verges have been left in. Cllr Yates will investigate what Highways standard is, as that is what is required of Gigaclear.
There are also concerns about piles of spoil being left around the village. Cllr Yates has arranged a meeting with residents, MKJ contractors and Gigaclear.

10. Highways and Transport

a. To note speed limit change on Station Road
The new 30mph speed limit has been implemented. OCC has been requested to change the remaining 40mph roundel (entering the village).

b. To consider request from Wychwoods Tennis Club to ask WODC to add their name to the signpost on Station Road
Wychwoods Tennis Club would like its name added to the directional signpost on A361 (underneath New Beaconsfield Hall). This is the responsibility of OCC. It was agreed that the clerk would ask for this and any costs would be forwarded to the Tennis Club.

11. Environment

a. Allotments

i. Update on beekeeping on the allotments.
Deferred until next month.

ii. Update on Wychwood Sprouts – allotments group for children
Deferred until next month.

ii. To consider contracting out care of orchard at allotments.
Deferred until next month.

b. Volunteers

i. To consider placing a second container on the allotments
Deferred until next month.

c. Village maintenance

i. To consider tendering for grass cutting contract for 2020 – 2022
The grounds maintenance contract with Green Scythe expires at the end of this season. It was **resolved** that the clerk will advertise the contract in the local papers as required by the Financial Regulations (estimated cost of advert £150.00) and also request tenders from grounds maintenance companies.

It was **resolved** to include quotes for twice yearly hedge trimming at New Beaconsfield Hall, in the contract.

d. Burial Ground

- i. To consider donation of bench round tree

An offer has been made to complete the circular bench around the tree. More details will be requested from Cllr Arnold.

12. Playground

- a. To receive ROSPA report on the playground. To consider maintenance required.

Cllr Brunsdon reported that two medium risks items have been noted:

- internal fittings (which were checked in early summer)
- path up to the playground. Quotes will be sought for improving the surface of this.

The rivets on the skateboard ramp have been repaired.

- b. To consider replacement of tunnel

The rotten wood on the tunnel has been removed and will be monitored. Quotes will be sought for a replacement tunnel and consideration will be given to adding it to next year's budget.

13. School

No update.

14. Civic and Community

- a. Shipton Fair

- i. Review of Fair

Cllrs Brunsdon and Yates reported on this successful event.

- ii. Review of Fair accounts. To consider re-imburement to PC of one-off costs

£1,404.91 has been banked although this is not profit. Invoices are still being received. It was **resolved** to reimburse the PC for the following costs which will need to be paid again at the next fair:

- Hall hire £200.
- Raffle licence £20
- Rubbish £160.24
- JET Falconry £170
- Witney Band £200
- Advertising banners £210
- Raffle tickets £70

Total: £1,070.

This will be put into reserves for the next Shipton Fair.

- iii. To resolve distribution of remaining proceeds from the fair to groups that volunteered at the event.

The remaining balance will be split between the organisations who helped run games or contributed to multiple items:

- Witney Air Cadets
- WI
- Wychwoods Tennis Club
- Wychwood Wild Gardens
- Cub Scouts
- Shipton Cricket Club
- Shipton Bowls Club

This was **resolved**.

- iv. To consider use of fair games by other organisations

Requests have been received to borrow the Fair games. The decision will be deferred until October as a volunteer would be required to run this.

- v. Update on storage of fair games

Deferred

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

The clerk has identified 'Magic Maps' as a possibility for drawing this up. It is a free powerful tool which consists of datasets and an interactive map onto which you can add various designations. It was **resolved** to ask if a student could undertake this project as part of the Duke of Edinburgh Award.

c. Update on obtaining a Traveller Prevention Order

Useful information has been received from Peter Gammond from Oxfordshire Gypsy and Traveller Services. It was agreed that Cllr Etherington would contact other Parish Councils who have experience of evicting travellers.

d. To consider purchase of a P.A. system

To be deferred. Cllr Yates will carry out more research on what is available. New Beaconsfield Hall has agreed to contribute towards the cost.

15. Financial and Administrative Matters

a. Payments to be authorised as follows: -

i. Lisa Wilkinson	Clerk's net salary August 2019	£537.33
	Clerk's expenses August 2019	£15.00
	Total	£552.33
ii. Nest	Clerk's pension	£38.06
iii. Wychwood Woolly Wonders	Lamb Tithe (Burial Ground)	£130.00
iv. Green Scythe	Grounds maintenance July 2019	£1,680.61
v. Sinnels Field Management Committee	Grass cutting grant	£51.50
vi. SLCC	Regional Training Seminar (clerk)	£48.00
vii. Cotswold Line Promotion Group	Membership Renewal	£15.00
Shipton Fair costs:		
Milton Village hall	Booking for fete preparation	£95.00
New Beaconsfield Hall	Hire of hall for Fair	£200.00
Repay C. Arnold	Paperchase	£8.00
	Fair Construction	£128.51
	Printed.com	£115.73
	Tombola prizes/Refreshments	£50.53
	Sunday set up refreshments	£26.98
	Booker	£177.05
	Alfred Groves	£71.19
	Stall items	£52.60
	Fabricland	£179.57
	Total	£810.16
Lawrence Home Nursing team	Donation/thank you to Wychwood Surgery	£50.00
Tim Brunsdon	Mileage (November 2018-August 2019)	£249.75
	Shipton Fair Total for this month	£1,404.91

Cllrs Dyer and Etherington will authorise the payments.

b. Payments received:

Gigaclear	Sponsorship of Shipton Fair	£500.00
Allotment holders	Allotment rent	£210.00
WODC	Precept (second instalment)	£17,321.00
Shipton Fair	Cash takings	£1,480

c. Bank statement to 31 August 2019

Unity Trust Current Account	£10,397.69
Unity Trust Deposit Account	£70,416.14

d. To authorise donation to the British Legion of £100

This was resolved.

16. Correspondence Received

- Complaints about Shipton Court wall on A361
- Complaint about the strimming of Village Green damaging adjacent cars

17. Any Other Issues to Note

None

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

17 th October 2019	16 th January 2020
21 st November 2019	20 th February 2020
19 th December: Planning and finance meeting only	19 th March 2020

Meeting closed: 10pm