

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

15th September 2018

You are summoned to attend the Meeting of the Council at New Beaconsfield Hall
on Thursday 20th September 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 Vice-Chairman**
4. **Minutes of the Parish Council meeting held on 16th August 2018** for approval and signature.
5. **Matters arising from the Minutes**
6. **Public Time**
7. **County Councillor's report**
8. **District Councillor's report**
9. **Planning:**
 - a. **Planning applications received**

Ref no.	Address	Proposal
18/02158/FUL	40 Plum Lane, SUW	Change of use of land from agricultural to domestic and creation of new access
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).
18/02234/FUL	Tall Trees Centre, Burford Rd, SUW	Erection of single storey staff accommodation building and associated car parking
18/02349/HHD	Jersey Cottage, 3 Home Farm Close, SUW	Erection of single storey extension
18/02387/FUL	Milton Service Station. Shipton Rd, Milton UW	Erection of dwelling with associated works

b. Decisions Outstanding:

Ref no.	Address	Proposal	Decision
18/02112/HHD	Fernhill Farmhouse, Shipton Rd, Ascott – u -Wychwood	Erection of new detached garage block	No objection
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

c. Decisions made:

Ref no.	Address	Proposal	Decision
18/01774/HHD	Harberton Mead, Station Rd, SUW	Creation of new front porch with pitched roof	PC - No objection WODC - Approved
18/01911/HHD	Orchard Cottage, Ascott Rd, SUW	Demolition of existing utility and garage. Erection of two storey side extension. Construction of detached double garage.	PC – Comment Application withdrawn
18/02198/HHD	Wychwood House, Milton Rd, SUW	Erection of single and two storey extensions, detached garage and widening of access	PC - No objection WODC - Approved

d. To consider holding a public consultation on a large piece of artwork for the village, funded by section 106 money (Land south of Milton Road development)

10. **Environment**
 - a. **Allotments** (Cllr Mavin)
 - i. Update on contractor to restore/maintain the allotments
 - ii. To consider request for extra water trough
 - iii. To resolve Allotment Tenants Privacy Notice (GDPR compliant)

- iv. To consider use of bank transfer for allotment rents from 2019
- b. Volunteers** (Cllr Arnold)
- i. To consider volunteer thank you event to be held in October/November
- c. Village maintenance**
- i. To consider refilling salt bins
- d. Burial Ground**
- i. To consider request for memorial bench
- ii. To note new Environment Agency guidelines concerning ground water
- f. i.** To consider planting a Remembrance tree and plaque in commemoration of the Centenary of the Armistice of WW1
- If resolved:
- ii. To consider location of tree
- iii. To consider a ceremony for planting the tree
- 11. Playground** (Cllr Brunsdon)
- a.** To consider ROSPA report
- b.** To resolve work to be carried out in order of priority from ROSPA report
- c.** To resolve to request hedge cutting around recreation ground
- 12. School** (Cllr Mavin)
- 13. Civic and Community**
- a.** To consider storage and insurance of fete equipment
- 14. Highways and Transport**
- 15. Communication**
- To consider newsletter to be published in November
- 16. Financial and Administrative Matters**

a. Payments to be authorised as follows: -

i. Lisa Wilkinson	Clerk's net salary August 2018	£615.61
	Clerk's expenses August 2018	£32.98
	Total	£648.59
ii. Nest	Clerk's pension	£29.06
iii. Ian Drainer	Repay for purchase of Walkie Talkies (Speedwatch)	£125.98
iv. Sinnels Field Management Committee	Grass cutting grant	£51.50
v. Green Scythe	July grounds maintenance	£1,228.37
vi. Alfred Groves & Sons	Hazard tape/Tent pegs	£5.49
vii. HMRC	Income tax	£13.80
viii. Ubico	Purchase and installation of dog poo bin (Station Rd)	£223.82

b. Payments received:

Castle Water	Refund of overpaid water bill	£412.10
Allotment holders	Allotment rent	£170.00

- c.** To consider draft Retention and Disposal of Documents policy
- d.** To consider purchasing Office 365 at annual cost of £80.00
- e.** To consider purchase of Internet security
- f.** To consider budgets for councillors' portfolios ahead of the PC budget 2019-20
- 17. Correspondence Received**
- Complaints about overpowering odour from farm spreading
- 18. Any Other Issues to Note**
- 19. Dates of Parish Council Meetings for 2018/19:**

18 th October 2018
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.

