

# SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

11<sup>th</sup> September 2020

You are summoned to attend the Meeting of the Council  
To be held online on Thursday 17<sup>th</sup> September 2020 at 7.30pm

For the transaction of business stated below. The Public and Press are also invited to attend remotely.

**LOGIN – Please see joining instructions at the bottom of the agenda to access the meeting remotely**

## 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. To approve the accuracy of the minutes of the Parish Council meeting held on 20<sup>th</sup> August 2020
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
20/02151/HHD	5 Mount Pleasant, Swinbrook Rd, SUW	Works to include erection of single storey and two storey rear extension
20/02207/HHD	Doctors House, Church Path, Station Rd, SUW	Conversion of garage roof space to ancillary accommodation including three dormer windows and external staircase
20/02210/HHD	Doctors House, Church Path, Station Rd, SUW	Two storey rear extension
20/02055/HHD	10 Tothill, SUW	Proposed entrance porch

### 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
20/01843/FUL	Barn known as The Old Dutchy, Hill Buildings, Burford Rd	Construction of replacement Dutch barn for use as holiday accommodation together with associated bin/bike store, parking and landscaping scheme	No objection

### c. Decisions made:

Ref no.	Address	Proposal	Decision
20/01865/HHD & 20/01866/LBC	Salus House, Milton Rd, SUW	Provision of new vehicular access in existing wall	PC -No objection/Comment WODC - Approved
20/01796/HHD	16 Littlebrook Meadow SUW	Construction of potting shed	PC -No objection WODC- Approved
20/01438/HHD & 20/01439/LBC	Classrooms, Church Path, SUW	Replacement of French doors with bifolds. Removal of existing gas vent and formation of new gas vent to rear elevation	PC -No objection WODC - Approved
20/01801/HHD	Littlestock, Meadow Lane, SUW	Erection of water-hut/shed	PC -Support WODC - Approved
20/01754/HHD	Old Post Office, Church St, SUW	Construction of replacement single storey rear extension to create new, larger kitchen	PC -No objection WODC - Approved

**d. To discuss results of councillors' work on changes to the planning system consultation and to plan the response to this.**

### 9. Communication

- a. To note website meets accessibility requirements
- b. To resolve accessibility statement for website

### 10. Highways and Transport

### 11. Environment

#### a. Allotments (Cllr Mavin)

- i. Update on additional water supply
- ii. To consider type of picnic bench to purchase

#### b. Volunteers (Cllr Arnold)

- i. To authorise expenditure of £49.75 for purchase of padlock for new container
- ii. To consider purchase of powered pavement sweeper
- c. Village maintenance**
  - i. Update on management of grass verges to encourage wildlife
  - ii. To consider erection of litter sign on Meadow Lane
- d. Burial Ground**
- e. Environment Working Party**
  - i. To accept quotation for tree planting
  - ii. To consider funding deer protection barriers for the new trees at the Wild Garden
- f. Update on sewage discharge into Little Stock brook and the Evenlode at Shipton
- 13. Playground (Cllr Brunsdon)**
  - a. To authorise purchase of 4 tonnes of playbark at the estimated cost of £650
- 14. School (Cllr Mavin)**
- 15. Civic and Community**
  - a. Update on noticeboard
- 16. Financial and Administrative Matters**

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

Lisa Wilkinson	Clerk's net salary August 2020 and backdated pay from April 2020 National Salary Award (NALC)	£605.34
	Clerk's expenses August 2020	£26.00
	<b>Total</b>	<b>£631.34</b>
Nest	Clerk's pension	£39.20
Ben Jessey	Grounds maintenance Burial ground (2 cuts June)	£90.00
Green Scythe	Grounds maintenance August	£
Sophie England	Playground gardening contract	£175.00
Netwise UK	Accessible website edit	£149.00
Castle Water	Allotment water bill (direct debit)	£34.40

**b. Payments received:**

HMRC	VAT refund Q1 202-2021	£583.79
Allotmenters	Allotment rent	£20.00

**c. Bank statement to 31 August 2020**

<b>Unity Trust Current Account</b>	<b>£7,516.53</b>
<b>Unity Trust Deposit Account</b>	<b>£70,699.00</b>

- d. To resolve clerk's annual National Salary Award for 2020-21 to be paid from April 2020

**17. Correspondence Received**

**18. Any Other Issues to Note**

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

Date	Meeting
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

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.

**To join the meeting via Microsoft Teams, please copy and paste the link below into your browser:**

<https://teams.microsoft.com//meetup-join/19%3a3747d4ac00e64f8ea35bb682cd83db96%40thread.tacv2/1586944102985?context=%7b%22Tid%22%3a%22f282fbdd-f517-4ee4-9081-ea54442dc216%22%2c%22Oid%22%3a%224e685d47-2db7-462e-8457-02411a2f5390%22%7d>

