

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council
online on Thursday 17th September 2020 at 7.30pm

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

1. **Apologies for Absence:** none were received.
2. **Declarations of Interest:** Cllr Arnold declared an interest in item 8: 20/02151/1HHD.
3. **To approve the accuracy of the minutes of the Parish Council meeting held on 20th August 2020**

These were **resolved** and signed as a true record.

4. **Matters arising from the Minutes**

None.

5. **Public Time**

None

6. **County Councillor's report**

Cllr Leffman reported that there has been a cut of £15 million in the budget as the County Council did not receive the money from the Government that was spent on the Covid-19 crisis.

£200,000 has also been taken out of the budget for investigating a youth programme. It has been cut to £25,000.

OCC only received £300,000 from the Government's Active Travel Fund which encourages cycling and walking. This was because the bid did not match the criteria. Another £2.3 million is available which has not yet been allocated. However West Oxfordshire is unlikely to receive much.

Verges have been cut to enable cyclists to share road with vehicles.

Testing for Covid-19 has not been undertaken efficiently in this area. The Government is trying to manage testing nationally rather than locally.

Zigzags outside Wychwood Primary school were obliterated. They should be painted by Friday 18th September.

7. **District Councillor's report**

No report received.

8. **Planning:**

a. Planning applications received

Ref no.	Address	Proposal	PC Decision
20/02151/HHD	5 Mount Pleasant, Swinbrook Rd, SUW	Works to include erection of single storey and two storey rear extension	No objection
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	No objection providing materials used are sympathetic with existing construction. <i>The PC recommends</i> that the Conservation Officer is consulted about use of materials in a Conservation area.
20/02210/HHD	Doctors House, Church Path, Station Rd, SUW	Two storey rear extension	No objection providing materials used are sympathetic with existing construction. The PC recommends that the Conservation Officer is consulted about use of materials in a Conservation area.
20/02055/HHD	10 Tothill, SUW	Proposed entrance porch	No objection

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
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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.

Councillors' combined work was collated and circulated. It was **resolved** to send this response, the main theme of which is that the proposed new planning system is too prescriptive and does not protect the Conservation areas enough.

9. Communication

a. To note website meets accessibility requirements

The website has been updated in line with accessibility requirements. It is now fully compliant, and a 100% accessibility report has been received.

b. To resolve accessibility statement for website

This was **resolved**.

10. Highways and Transport

Shipton Court wall: WODC planning department has received a structural report from Miss Arathoon's surveyor

Buses: 210 bus schedule has been reinstated.

11. Environment

a. Allotments

i. Update on additional water supply

Contractor has been requested several times to install the water tanks, but no reply has been received.

Due to the massive uptake of allotments over the past few months there are only two or three vacant plots remaining. It was **resolved** that if a waiting list needs to be started, the PC will take back uncultivated plots from allotment holders (with notice) as per rules and regulations of the allotments.

There have been more break-ins of sheds recently.

ii. To consider type of picnic bench to purchase

It was agreed to buy a round picnic bench up to the cost of £500.

The donated bench for the wildlife area has been delayed due to a backlog at the company.

b. Volunteers

i. To authorise expenditure of £49.75 for purchase of a secure padlock for new container

This was **resolved**.

ii. To consider purchase of powered pavement sweeper

This was discussed. It was **resolved** not to purchase one as they are heavy, expensive and there is nowhere to store it. There is also nowhere to store the collected rubbish.

Extra volunteer sessions will be held to clear the fallen leaves etc on main roads.

c. Village maintenance

i. Update on management of grass verges to encourage wildlife

Cllr Brunsdon reported that four possible areas have been identified to plant wildflower seeds:

Bend on A361 by the cricket club, Ascott Rd opposite the Sinnels Field junction, junction of Swinbrook Road and Fiddlers Hill, Swinbrook Road/Fiveways. The clerk will contact Green Scythe to arrange leaving parts of these verges uncut.

ii. To consider erection of litter sign on Meadow Lane

The volunteers have cleared the litter. It was agreed that a sign is not necessary.

d. Burial Ground

No update.

e. Environment Working Party

i. To accept quotation for tree planting

It was **resolved** to accept the quotation from Treotech for £2876.50 plus VAT to plant 16 trees around the village at specified locations.

ii. To consider funding deer protection barriers for the new trees at the Wild Garden

It was agreed to fund this separately from the Environment Working party budget for trees. Up to £50 was **resolved**.

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

Investigation is continuing into Littlestock Brook samples. Sewage overflow from Milton has been even worse than at first discovered.

Results from tests undertaken by Environment Agency are awaited.

Cllr Leffman explained that this is an area wide issue and needs Government legislation to stop the water companies discharging these amounts of sewage..

13. Playground

a. To authorise purchase of 4 tonnes of playbark at the estimated cost of £650

It was **resolved** to spend £250 if necessary.

14. School

Staggered arrival and departure times in morning and afternoon is working well so far.

15. Civic and Community

a. Update on noticeboard

This will be held until the company restart their installation service.

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
	Total	£631.34
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

* not paid as invoice not received in time

These were authorised by Cllrs Mavin and Dyer.

b. Payments received:

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

c. Bank statement to 31 August 2020

Unity Trust Current Account	£7,516.53
Unity Trust Deposit Account	£70,699.00

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

This was **resolved**.

17. Correspondence Received

18. Any Other Issues to Note

- Christmas tree lights need ordering
- Nearing 11th house occupied at Deanfield estate.

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

Date	Meeting
15 th October 2020	Parish Council
19 th November 2020	Parish Council
17 th December 2020	Parish Council (finance & planning only)
21 st January 2021	Parish Council
18 th February 2021	Parish Council
18 th March 2021	Parish Council

Meeting closed: 20.35