

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council
online on Thursday 15th October 2020 at 7.30pm

Present: Cllrs: J. Mavin (in the chair), R. Dyer, T. Brunsdon, County Cllr Leffman, **Parish Clerk:** L. Wilkinson

- 1. Apologies for Absence** were received from Cllrs Rigby, Arnold, Colledge, Yates and Acock
- 2. Declarations of Interest:** none were received.
- 3. To approve the accuracy of the minutes of the Parish Council meeting held on 17th September 2020.**

These were approved 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 OCC has had to find £25 million which was spent on Covid as it is now not being refunded by the Government. It has had to be taken out of budgets including the Highways budget, so there is not enough money to repair all the potholes as previously planned and only standard maintenance and emergencies will be undertaken.

Active Travel Fund bid of 680,000 to implement aspects of change in main towns, for example closing Corn Street to all but buses, will also not be received from the Government.

Zigzags on the road outside school have been reinstated.

OCC will provide a six-monthly report in February to show routes taken by the lorries diverted away from Burford.

7. District Councillor's report

WODC is currently working to help slow the spread of Covid Cllr Acock has become the face of it, aiming to reach young people. So far WODC has produced a video for Facebook and Twitter. However, the most important thing we can all do is remember face, space and hands!

WODC will have its first female leader at the end of the month: Michele Mead from Carterton. Therefore, I thank James Mills for his time and efforts over the last few years and thank him for his hard work.

Case work has been quiet. If anyone wishes to contact me, please email jake.acock@westoxon.gov.uk.

8. Planning:

a. Planning applications received

Ref no.	Address	Proposal	PC Decision
20/02446/HHD	31 Sinnels Field, SUW	Erection of single storey rear extension to existing garage	No objection to the principle of the development. The PC would like to comment on the loss of light for the neighbour which would be magnified due to the height difference between the two homes. It would be preferred to have a different style roof. The current proposal would result in a long, unremitting wall at end of the neighbour's property.
20/02334/HHD	18 High Street, SUW	Alterations and first floor side extension. Addition of three front dormer windows (annexe)	No comment. The PC is concerned about the proliferation of dormer windows being inserted into garages and sheds.

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
20/02151/HHD	5 Mount Pleasant, Swinbrook Rd, SUW	Works to include erection of single storey and two storey rear extension	No objection

c. Decisions made:

Ref no.	Address	Proposal	Decision
---------	---------	----------	----------

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	PC -No objection WODC - Approved
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	PC -No objection/Comment WODC - Approved
20/02210/HHD	Doctors House, Church Path, Station Rd, SUW	Two storey rear extension	PC -No objection/Comment WODC-Approved
20/02055/HHD	10 Tothill, SUW	Proposed entrance porch	PC -No objection WODC - Approved

d. To resolve results of councillors' work on 'Planning for the Future' White paper

Clerk will send in the response.

e. Ascott-u-Wychwood Neighbourhood Plan

To consider whether to support the proposed Neighbourhood Area Designation for the Ascott-u-Wychwood Neighbourhood Plan, which includes land within Shipton-u-Wychwood's boundary Shipton PC **resolved** to support the Neighbourhood Area Designation for Ascott PC.

9. Communication

a. To consider content of the autumn/winter newsletter

Articles to include:

- Trees for 2020 program – T. Yates
- Pond / Seating at Allotments - J Mavin
- S106 Funding progress – R Dyer
- Welcome to Deanfield - R. Dyer
- Discussions with Green Scythe regarding cutting verges etc. -T Brunsdn
- Playground – Update of what maintenance / improvements has gone on over last 12 months – T. Brunsdn
- Organisations to whom the PC donates – Clerk
- Speedwatch – T Brunsdn
- Zigzags outside school - L. Leffman
- Wychwood Wild Garden – J. Mavin

Cllr Dyer to write an article for the Wychwood Magazine.

Articles to clerk for 19th November.

10. Highways and Transport

No update.

11. Environment

a. Allotments

i. Update on additional water supply

Quote for £485 has been received for installation of two large water containers.

ii. Only two full plots and two half plots remaining.

b. Volunteers

i. To consider purchase of volunteer shirts

It was **resolved** to purchase 15 sweatshirts at the cost of up to £283.95 plus £25 set up fee. It was also agreed to search for a sponsor for the sweatshirts.

c. Village maintenance

i. Update on management of grass verges to encourage wildlife

Cllr Brunsdn met with Green Scythe and requested that the back of the verges in areas of the village are left to grow to encourage wildlife. This will ensure that visibility for traffic is not encroached.

This will be trialed on the bend at Tall Trees on A361 and on Leafield Road on the way out of the village.

It was **resolved** to purchase £50 of wildflower seed for these areas.

d. Burial Ground

No update.

e. Environment Working Party

i. To consider purchase of tree plaques for 20 Trees for 2020 Environmental Project (estimated £400)

To be deferred to the November meeting.

ii. To consider additional tree to be planted at the orchard at the cost of £200.
To be deferred to the November meeting.

iii. To agree a virement to cover the cost of the tree planting and sundries
To be deferred to the November meeting.

f. Update on sewage discharge into Little Stock brook and the Evenlode at Shipton
On 5th October, an inspection cover was blowing in Milton near the Heath with sewage flowing into the watercourse. This was reported to the EA and Thames water attended to it. Robert Courts seems to be continuing his engagement with the Evenlode Catchment partnership.

12. Playground

Cllr Brunsdon reported that money has been found to purchase one tonne of playbark.
Gardener to be asked to start cutting back and edging the boundaries of the playground.
ROSPA report has been carried out but not yet received.

13. School

No update.

14. Civic and Community

a. To consider arrangements for Remembrance Sunday

The vicar has requested permission to hold the service on the Village Green. This was granted with the proviso that he fills in the risk assessment sent to him and adheres to all the Government guidance regarding Covid-19.

PC Gazebos will be lent to the Wychwood Inn for their Christmas event.

Speedwatch – request has been received to put up speed matrix sign as and when it is being used and taken down at the end of each day. It was agreed to trial this for one month.

b. To consider arrangements for Christmas events

No decision can be made yet as guidelines are constantly changing. This will be revisited next month.

15. Financial and Administrative Matters

a. Payments to be authorised as follows: -

Lisa Wilkinson	Clerk's net salary September 2020	£537.68
	Clerk's expenses September 2020	£26.00
	Total	£563.68
Nest	Clerk's pension	£39.20
HMRC	Income tax payments Quarter 2	£22.80 deletion
Ben Jessey	Grounds maintenance Burial ground (September)	£180.00
Green Scythe	Grounds maintenance August	£1,007.52
Sophie England	Playground gardening contract	£80.00
Sustainable Furniture	Picnic bench (allotments)	£385.00
Castle Water	Allotment water bill (direct debit)	£34.40
British Legion	Poppy wreath	£100.00
Parish Online	Mapping software	£120.00
KJ Millard Plant Hire (repay J. Mavin)	Skip for allotments	£216.00
Wychwood Woolly Wonders	Lamb tithe (Burial Ground)	£140.00
New Beaconsfield Hall	Annual subsidy (GPC)	£2,600.00
Alfred Groves & Sons Ltd	Playground maintenance	£8.65
Ubico	Emptying dog poo bin (Station Rd)	£50.05

Cllrs Dyer and Brunsdon authorised these payments.

b. Payments received:

WODC	Precept	£17810.00
Allotmenters	Allotment rent	£655.00

c. Bank statement to 30 September 2020

Unity Trust Current Account	£24,329.59
Unity Trust Deposit Account	£70,699.00

d. To receive audited Annual Governance and Accountability Return 2019-20. To note recommendations

Not yet received.

e. To receive 2nd quarter financial report

This had been circulated.

f. To authorise bank reconciliations

These were authorised.

g. To agree donations for this financial year:

Organisation	Request	Agreed
Lady Reade Educational Trust	£100	
New Beaconsfield Hall	£2,600 (in payment schedule above)	
Wychwood Wild Garden	£1,000 already received	
Shipton Cricket Club	Towards repair of dry-stone wall	£740
Burford Town Council (HGV limit signage)	£2000 already received	
Wychwood Sprouts	£260 already received	

h. To note virements to budget

Clerk noted virements were made to cover the overspend of the 20 trees project, playground maintenance, and the container at the allotment.

16. Correspondence Received

None

17. Any Other Issues to Note

None.

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

Date	Meeting
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

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>