

## SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

13<sup>th</sup> November 2020

You are summoned to attend the Meeting of the Council

To be held online on Thursday 19<sup>th</sup> November 2020 at 7.30pm

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

1. **Apologies for Absence.**
2. **Declarations of Interest**
3. **To approve the accuracy of the minutes of the Parish Council meeting held on 15<sup>th</sup> October 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
20/02471/HHD	Shipton Standing, High St, SUW	Erection of detached garage and associated landscaping and alterations to existing front boundary wall
20/02621/LBC 20/02620/HHD	The Dower House, Plum Lane, SUW	Re-roofing garage, re-facing garage elevations in natural stone and new doorway. New garden pavillion in oak frame, new stone gate posts and 1.2m gates
20/02763/HHD	3 St Michaels Close, SUW	Erection of single storey rear extension with 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
20/02334/HHD	18 High Street, SUW	Alterations and first floor side extension. Addition of three front dormer windows (annexe)	No Comment

**c. Decisions made:**

Ref no.	Address	Proposal	Decision
20/02151/HHD	5 Mount Pleasant, Swinbrook Rd, SUW	Works to include erection of single storey and two storey rear extension	PC -No objection WODC - Approved
20/02446/HHD	31 Sinnels Field, SUW	Erection of single storey rear extension to existing garage	PC - Comment WODC - Approved

**d. Notice of Tree preservation order on a poplar at Tithings, Station Road**

**9. Communication**

- a. To agree content and date of issue of winter 2020 newsletter

**10. Highways and Transport**

**11. Environment**

**a. Allotments**

i. Update on additional water supply. To receive quotes for installation of water troughs and to consider when these will be installed.

ii. To note pruning of the orchard will take place on 8<sup>th</sup> December and of the apple trees on 21<sup>st</sup> January 2021

**b. Volunteers**

**c. Village maintenance**

**d. Burial Ground**

- i. To consider amendments to Burial Ground regulations as suggested by the vicar

**e. Environment Working Party**

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

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

iii. To agree a virement to cover the cost of the tree planting and sundries

iv. To consider undertaking a maintenance agreement with Treotech for the aftercare of the newly planted trees.

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

g. To consider carrying out a professional tree survey at the cost of £250 for 10 trees plus £5 per additional tree

h. To resolve for the playground gardener to plant the wildflower seeds in the verges and the bulbs at the allotments

**12. Playground**

**13. School**

**14. Civic and Community**

**a. Arrangements for Christmas events**

- i. To consider which charity to donate the carols collection to
- ii. To consider how to implement social distancing at Carols around the Tree
- iii. To consider increasing the £500 budget to purchase Christmas tree lights

**15. Financial and Administrative Matters**

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

Lisa Wilkinson	Clerk's net salary October 2020	£545.90
	Clerk's expenses October 2020	£26.00
<b>Total</b>		<b>£575.90</b>
Nest	Clerk's pension	£40.09
Microsoft Office (repay Parish Clerk)	Renewal of Microsoft 365	£59.99
Ben Jessey	Grounds maintenance Burial ground (October)	£90.00
Sophie England	Playground gardening contract	£80.00
Repay C. Arnold	Volunteer expenses	£75.79
Castle Water	Allotment water bill (direct debit)	£34.40
Playsafety Ltd	ROSPA inspection	£225.00
Lady Reade Foundation	Donation (GPC)	£100.00
SLCC	Annual membership (50%, shared with Hailey PC)	£80.50
K J Millards (Repay J. Mavin)	Waste transfer costs	£36.00
Boston Seeds	Wildflower seeds	£40.29

**b. Payments received:**

Shipton PCC	Burial fees	£856.00
Allotmenters	Allotment rents including deposits	£210.00

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

<b>Unity Trust Current Account</b>	<b>£20,156.09</b>
<b>Unity Trust Deposit Account</b>	<b>£70,699.00</b>

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

e. To approve budget and precept for 2021-22

f. To approve clerk's attendance of SLCC (virtual) practitioner's conference 2021 at cost of £75

plus VAT

**16. Correspondence Received**

**17. Any Other Issues to Note**

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

<b>Date</b>	<b>Meeting</b>
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

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

Join Zoom Meeting

<https://us02web.zoom.us/j/2790993743>

Meeting ID: 279 099 3743