

## **SHIPTON UNDER WYCHWOOD PARISH COUNCIL**

Minutes of the Meeting of the Council

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

Present: Cllrs: J. Mavin (in the chair), B. Rigby (minutes), R. Dyer, C. Arnold, T. Yates, T. Brunsdon, M. Colledge, County Cllr L. Leffman.

1. **Apologies for Absence** were received from the Parish Clerk
2. **Declarations of Interest:** none were received.
3. **To approve the accuracy of the minutes of the Parish Council meeting held on 15<sup>th</sup> October 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 support of £3000 had been secured for the Wychwood bus. Highway repairs and drain clearing would only be undertaken on an emergency basis due to financial stringency. The County Council noted a marked drop in tourism.

#### 7. **District Councillor's report**

None received

#### 8. **Planning:**

##### **a. *Planning applications received***

<b>Ref no.</b>	<b>Address</b>	<b>Proposal</b>	<b>PC Decision</b>
20/02471/HHD	Shipton Standing, High St, SUW	Erection of detached garage and associated landscaping and alterations to existing front boundary wall	No objection
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	No objection

##### **b. *Decisions Outstanding:***

<b>Ref no.</b>	<b>Address</b>	<b>Proposal</b>	<b>PC Decision</b>
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:***

<b>Ref no.</b>	<b>Address</b>	<b>Proposal</b>	<b>Decision</b>
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***

A TPO has been received from WODC on a Poplar located at Tithings on Station Road. The PC has no objection to this.

#### 9. **Communication**

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

The draft newsletter was agreed. It will be sent out on Shipton alerts in early December and printed copies posted to those on the paper copy distribution list. Extras will be printed and delivered to residents of St Michaels Close. 40 paper copies would be ordered

## 10. Highways and Transport

No report

## 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.

Two quotes have been received. It was agreed to obtain a further quotation and defer this item to the January meeting. Unsightly blue plastic shed covering which was visible from the road was noted. This would be taken up with the owner.

### b. Volunteers

Volunteering will continue when Corvid rules permitted.

### c. Village maintenance

Regular smoke nuisance emanating from the Prebendal was noted. The Clerk would take this up with the home's management.

### d. Burial Ground

i. To consider amendments to Burial Ground regulations as suggested by the vicar  
A request has been received from the vicar that the regulations specifying cremations be amended. He has provided alternative wording. It was agreed that Cllr Yates would liaise with the Vicar to clarify the availability of cremation space round the path of the Cemetery. The revised fee structure was agreed.

### e. Environment Working Party

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

It was felt that the cost of 20 plaques was too expensive. The PC agreed that fewer plaques would be purchased and situated at the cost of up to £200

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

iii. To agree a virement to cover the cost of the tree planting and sundries  
The clerk will make a virement covering the sums involved.

iv. To consider undertaking a maintenance agreement with Treotech for the aftercare of the newly planted trees.  
Item postponed to January meeting.

f. Update on sewage discharge into Little Stock brook and the Evenlode at Shipton  
It was agreed that the PC would associate itself with the Milton campaign

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

A survey has not been carried out on parish trees for a few years. There are more than 40 trees in the parish but many of them are fruit trees and not a health and safety risk.  
It was agreed postpone the item to the January meeting.

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

## 12. Playground

Repairs to the Zipwire of up to £750 were agreed and up to £500 for the junior equipment

## 13. School

The hard work of the staff in difficult circumstances was noted.

## 14. Civic and Community

### a. Arrangements for Christmas events

It was agreed with great regret that the carol service could not go ahead in the current circumstances. Fundraising in support of a local foodbank would take place.

b. To consider increasing the £500 budget to purchase Christmas tree lights  
It was **resolved** to spend up to £700 including VAT.

## 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	Renewal of Microsoft 365	£59.99
Ben Jessey	Grounds maintenance Burial ground ( )	£90.00
Green Scythe	Grounds maintenance	£
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

Cllrs Rigby and Dyer will authorise the payments

### b. Payments received:

Shipton PCC	Burial fees	£856.00
Allotmentees	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

Not yet received.

e. To approve budget and precept for 2021-22

The draft budget was circulated. It was **resolved** to formally accept this budget.

It was **resolved** to raise the precept by 2% to enable the PC to continue to fund the library, the bus service, playground maintenance and continue with its environmental project of planting and maintaining trees.

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

This is being held in February. This was **resolved**.

## 16. Correspondence Received

None

## 17. Any Other Issues to Note

None

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

Date	Meeting
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

Meeting closed: 9.00pm