

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council
held online on Thursday 18th March 2021 at 7.30pm

Present: Cllrs: B. Rigby (in the chair), J. Mavin, R. Dyer, C. Arnold, T. Brunnsden, T. Yates, M. College, County Cllr L. Leffman, District Cllr J. Acock, **Parish Clerk:** L. Wilkinson, 23 members of public

- 1. Apologies for Absence:** none were received.
- 2. Declarations of Interest** were received from Cllrs R. Dyer and T. Brunnsden for item 8a. 21/00261/FUL.
- 3. To approve the accuracy of the minutes of the Parish Council meeting held on 18th February 2021**

These were agreed and signed as a true record.

4. Matters arising from the Minutes.

None.

5. Public Time

Item 8 a 21/00261/FUL was brought forward to enable members of the public to speak on the item. The Chairman allocated ten minutes for proposers of the application to speak and ten minutes for objectors to speak.

Chairman's comments included that this was to be conducted in a spirit of conciliation. He gave thanks to the Parish Councillors for the time and effort they have put into this issue.

The Chair of the Tennis Club summarised their application. The main points were:

- Biodiversity report will be addressed before application goes to committee.
- Enables more people to play during the winter months. Demonstrate to children benefits of healthy lifestyle.
- Ecological assessment stated that the application was adequate.
- Proposed lighting provides no upward light spill and vertical light spill of maximum 2 lux on the nearest property.

Three residents opposing the application spoke. Their main points were:

- Lighting would be prominent as the courts are elevated.
- Unnecessary urbanisation and not suitable for a Conservation area.
- Consultation with residents has been defective.
- Contrary to WODC policies: EH1, EH2, EH3, EH4, EH8, EH10, OS2, OS4, CE5 (Cotswold Conservation Board Plan,) National Planning Policy Framework section 16.
- Lights would be 20 times brighter than the average streetlight.

The Chairman asked if any other member of the public felt that their points had not been raised sufficiently and would still like to speak. Three members of public spoke.

The Councillors discussed the application.

It was **resolved** the PC could not support the application as its 2019 comments are still valid because concerns that were raised then have not been addressed. There was also concern over the biodiversity report.

6. County Councillor's report

Cllr Leffman reported:

- 20mph zone funding is for consultation rather than signage.
- She has contacted OCC about the legal agreement for the drop-off at school.

Cllr Colledge asked about a sewage leak in local field where an abandoned sewer might be filling up and causing the flooding. Cllr Leffman will ask officers at OCC to inspect it.

7. District Councillor's report

Cllr Acock reported:

Covid-19

The district council is now working towards full recovery after a whole year of Covid-19. We will be looking at how best to restart in person meetings as soon as possible.

Casework:

My main two areas of casework have been around planning.

1. I have alerted enforcement to look at the Deanfield development with a possible breach of planning conditions, namely condition 5 relating to the disposal of sewage. I am awaiting evidence from local landowners.

2. The other planning application that has been submitted recently is relating to the possible lighting arrangements of Shipton tennis courts. I have received numerous emails against this possible development. I will be speaking to the planning officer after tonight's meeting. I urge anyone who wishes to voice an opinion to email myself regarding this development.

8. Planning:

a. Planning applications received:

Ref no.	Address	Proposal	
21/00373/S73	Land South of Milton Road, SUW	Variation of condition 2 of planning permission 19/01006/S73 to allow the glass doors and windows to remain in the garage serving Plot 1 along with conversion to home office	Object. The proposal is out of keeping with the area and the PC is concerned that this would set a precedent for further incongruous developments
21/00261/FUL	Tennis Courts, New Beaconsfield Hall, SUW	Erection of nine lighting columns to provide floodlighting for tennis courts 1 & 2	Comment

b. Decisions Outstanding:

None

c. Decisions made:

Ref no.	Address	Proposal	Decision
20/03538/HHD	Jersey Cottage, 3 Home Farm Close, SUW	Conversion of garage. Erection of timber garden store/shed	PC – No objection WODC – Approved
20/03303/LBC	Flat 4 Shipton Court, High St, SUW	Internal and external alterations for insertion of roof bathroom and kitchen extraction vents, along with remedial works to a notched joint in bathroom (part retrospective)	PC – No objection WODC – Approved
21/00102/HHD	17 Sinnels Field, SUW	Alterations to include conversion of existing loft with two dormer windows and a rooflight to rear elevation, conversion of existing garage to create additional living space and construction of chimney stack to side elevation	PC – No objection WODC – Approved

d. Drainage issues adjacent to Milton Service station on Shipton Road

See item 6.

8. Communication

No issues

10. Highways and Transport

No issues

11. Environment

a. Allotments

i. To authorise a skip

It was **resolved** to hire a large skip at the cost of up to £400.

b. Volunteers

i. To review volunteer risk assessment

This was **resolved**.

ii. Coppicing at the allotments has been started.

iii. Litter pick has been organised for 19th March with Covid-19 regulations in place. 24 volunteers will be taking part. New litter pickers and bin bags have been purchased.

c. Village maintenance

i. Village Green is being churned up possibly due to the building work that is being carried out on Church Street.

ii. Letter to be sent to resident regarding damage to verge at Mutton Lane

d. Burial Ground

- i. To resolve amendment to Burial Ground regulations

It was **resolved** to accept the amendments as requested by the vicar; to split the fee received by the PC and the fee received by the minister.

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

Cllr Colledge has met with the owner of the field which has sewage and sanitary products escaping onto it. The Environment Agency, WODC and Thames Water have been contacted.

f. Cllr Yates reported that the Environmental working group will now be disbanded as its objectives have been achieved.

12. Playground

- a. To receive quotes for:

- i) drainage
ii) rubber mulch around timber posts

Two quotes have been received, and a third requested several times, for installation of rubber mulch. It was agreed to award the work to RPM. Cllr Brunnsden will meet with RPM to establish a firm quote for all the work as surveys of the wood need to be undertaken to ensure its condition before laying the rubber mulch.

- b. To consider expenditure of S106 play funding

The work quoted for in item 12a will be covered by S106 money for the playground.

13. School

No update.

14. Civic and Community

- a. Shipton Fair

Following the expense of Covid-10 precautions and cancellation of various activities, it was agreed to cancel the Fair for 2021.

- b. To consider extension to partnership working with the library.

This was agreed. Funds paid to OCC for the library last year will be rolled over to this year as the library was closed for a long period of time due to lockdown.

- c. Tennis Club lease

Concern was raised about parts of the lease not being enforced. However, the PC has no input as it is not the lessor.

15. Financial and Administrative Matters

- a. Payments to be authorised as follows: -

Lisa Wilkinson	Clerk's net salary February 2021	£549.90
	Clerk's expenses February 2021	£30.95
Total		£580.85
Nest	Clerk's pension	£40.09
Scribe	Accounts software renewal	£280.80
OALC	Membership renewal	£294.47
Castle Water	Allotment water bill (direct debit)	£34.40
Christopher Townsend	First instalment S106 public art (Wychwood tree sculpture)	£2,100.00
Hickmans Brothers Landscapes	Repair of allotment fence	£219.52
Repay K. Shortland	Fair prizes (GPC)	£199.30
Sophie England	Gardening at playground	£80.00

These were authorised by Cllrs Dyer and Mavin

- b. Payments received:

HMRC	VAT reclaim Q3 2020-1	£721.22
WODC	S106 Public art contribution	£5,876.33
Allotmenters	Allotment rents	£70.00

- c. Bank statement to 28 February 2021

Unity Trust Current Account	£17,366.99
Unity Trust Deposit Account	£70,699.00

d. To review and adopt:

i. Asset Register

Resolved.

ii. Standing Orders

Resolved.

iii. Financial Regulations

Resolved.

iv. Freedom of Information Scheme

Resolved.

16. Correspondence Received

No correspondence that had not been discussed elsewhere.

17. Any Other Issues to Note

None

18. Dates of Parish Council Meetings for 2021/22

Date	Meeting
15 th April 2021	Parish Council
20 th May 2021	Annual Meeting of Council
17 th June 2021	Parish Council
15 th July 2021	Parish Council
19 th August 2021	Parish Council (finance & planning only)
16 th September 2021	Parish Council
21 st October 2020	Parish Council
18 th November 2021	Parish Council
16 th December 2021	Parish Council (finance & planning only)
20 th January 2022	Parish Council
17 th February 2022	Parish Council
17 th March 2022	Parish Council

Meeting closed: 21.15