

## SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

14<sup>th</sup> May 2021

You are summoned to attend the Annual Meeting of the Council  
To be held at New Beaconsfield Hall on Thursday 20<sup>th</sup> May 2021 at 7.30pm

1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
2. To elect the Vice Chair of the Council and to receive the Vice Chair's Declaration of Acceptance of Office
3. Apologies for Absence.
4. Declarations of Interest
5. To approve the accuracy of the minutes of the Parish Council meeting held on 15<sup>th</sup> April 2021
6. Matters arising from the Minutes.
7. Public Time
8. County Councillor's report
9. District Councillor's report
8. Planning:

### *a. Planning applications received:*

Ref no.	Address	Proposal
21/00694/LBC 21/00693/HHD	17 High St, SUW	Internal and external alterations to include the replacement of a UPVC dormer window with timber frames and the construction of a dormer to rear elevation
21/00863/HHD	Finvara, 8 Courtlands Rd, SUW	Alterations to include erection of first floor side extension, canopy to front entrance, changes to fenestration and provision of additional parking by way of extended driveway
21/01015/HHD	4 Littlebrook Meadow, SUW	Demolition of existing canopy porch. Proposed new masonry porch to include new window and front door. Re-lay existing patio slabs from footpath to new front door. All materials to match existing windows, door, walls, roofing
21/01074/HHD	Station House, Station Rd, SUW	Proposed two storey pitched roof rear extension and single storey flat roof side extension
21/00933/ADV	The Old Prebendal House, Station Rd, SUW	Siting of replacement non-illuminated freestanding sign (retrospective).
21/01174/FUL	Unit 2 Wychwood Business Park, Milton Rd, SUW	No external building or development works are planned as part of the application, there are some room alteration changes planned as per the drawings included with this application
21/00823/LBC	The Great Barn, Home Farm Close, SUW	Internal and external alterations to replace front screen of property including new front door

### *b. Decisions Outstanding: /*

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
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\* to note change of decision by PC

### *c. Decisions made:*

Ref no.	Address	Proposal	Decision
21/00571/HHD	18 St Michaels Close, SUW	Erection of single storey side extension	No objection WODC- Approved

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

### **e. Update on Section 106 funding**

- i. Request to change groundwork for public art and associated costs

### **f. Completion of Deanfield development**

### **9. Communication**

### **10. Highways and Transport**

- a. To consider implementation of 20mph speed limit on Milton Road (outside school and Deanfield development)

- b. Additional Villager services to Chipping Norton

### **11. Environment**

#### **a. Allotments**

- i. To consider pest control
- ii. Thicket at allotments

#### **b. Volunteers**

- c. **Village maintenance**
  - i. Installation of parish noticeboard
  - ii. Signage around village
  - iii. To consider redefining date on mill stone on Village Green
- d. **Burial Ground**
  - i. Grass cutting at churchyard
- e. **Update on sewage discharge into Little Stock brook and the Evenlode at Shipton**
- 12. **Playground**
  - a. Update on S106 expenditure
  - b. To authorise purchase of plants
  - c. To consider purchase of additional litter bin
- 13. **School**
- 14. **Civic and Community**
  - a. Access gate to Wild Garden at Deanfield development
- 15. **Financial and Administrative Matters**
  - a. **Payments to be authorised as follows: -**

Lisa Wilkinson	Clerk's net salary April 2021	£573.73
	Clerk's expenses April 2021	£26.00
	<b>Total</b>	<b>£599.73</b>
Nest	Clerk's pension	£41.88
BHIB Insurance brokers	Local Council insurance renewal	£399.16
Microsoft (repay L Wilkinson)	Microsoft Office 365 renewal	£135.36
Castle Water	Allotment water bill (direct debit)	£34.40
KJ Millards (Repay J. Mavin)	Skip at allotments	£348.00
Sophie England	Gardening at playground	£80.00
Ben Jessey	Grass cutting at Burial Ground April 21	£90.00

**b. Payments received:**

WODC	Precept (1 <sup>st</sup> instalment)	£18,166
Allotmenteer	Allotment rent	£40.00
Shipton PCC	Burial fees	£944.00
HMRC	VAT refund Q4 2020-21	£1,301.79

**c. Bank statement to 30<sup>th</sup> April 2021**

<b>Unity Trust Current Account</b>	<b>£29,993.17</b>
<b>Unity Trust Deposit Account</b>	<b>£70,699.00</b>

- d. To receive internal auditor's report and note recommendations
- e. To resolve the Annual Governance and Accountability Return part 1- Annual Governance Statement
- f. To resolve the Annual Governance and Accountability Return part 2 – Accounting Statements

**16. Correspondence Received**

**17. Any Other Issues to Note**

**18. Dates of Parish Council Meetings for 2021/22**

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

Lisa Wilkinson  
Parish Clerk