

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

12th June 2021

You are summoned to attend the Meeting of the Council
To be held at New Beaconsfield Hall on Thursday 17th June 2021 at 7.30pm

1. Apologies for Absence.
2. Declarations of Interest
3. To approve the accuracy of the minutes of the Parish Council meeting held on 20th May 2021
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 |
|----------------|--|---|
| 21/01207/S73 | Land north west of Lane House Farm, Milton Rd, SUW | Removal of conditions 6, 9, 10 & 12 of planning permission 15/03490/FUL to allow the design changes to parking and driveway, hard and soft landscaping, means of enclosure and the use of external timber materials as detailed in drawing 18-100-50 (retrospective) |
| 21/0152/HHD | Springwell Cottage, Leafield Rd, SUW | Proposed erection of orangery to rear elevation |
| 21/01611/LBC | Old Forge Cottage, High St, SUW | Installation of solar panels to roof of outbuilding/carport |
| 21/01765/HHD | Skimbles, Swinbrook Rd, SUW | Retrospective single storey garden room extension |
| 21/01561/FUL | Coldwell Brook, 52 Shipton Rd, Ascott | Removal of existing garaging and realignment of driveway. Erection of a two storey replacement building to provide undercroft parking with a self-contained unit above |
| 21/01788/S73 | Old Forge Cottage, High St, SUW | Change of condition 6 from 12/1738/P/FP for change of use to allow short term holiday letting. To allow occasional letting of the annexe for short holiday lets in order to defray costs of upkeep and maintenance of this part listed building. In turn we can support the visitor economy benefiting the pubs and restaurants in Shipton-u-Wychowwd and provide a stop over location for Oxfordshire Way walkers. We are not looking to set up a commercial business. |
| | | |

b. Decisions Outstanding:

| Ref no. | Address | Proposal | Decision |
|------------------------------|-----------------|--|-----------------|
| 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 | No objection |

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|--------------|---|--|--------------|
| 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 | No objection |
| 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 | No objection |
| 21/01074/HHD | Station House, Station Rd, SUW | Proposed two storey pitched roof rear extension and single storey flat roof side extension | No objection |
| 21/00933/ADV | The Old Prebendal House, Station Rd, SUW | Siting of replacement non-illuminated freestanding sign (retrospective). | Object |
| 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 | Object* |

* New information has come to light and will be rediscussed

c. Decisions made:

| Ref no. | Address | Proposal | Decision |
|--------------|--------------------------------|---|------------------------------------|
| 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 | PC -No objection WODC -Approved |

d. Update on Section 106 funding

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

e. Completion of Oak Drive development

9. Communication

10. Highways and Transport

11. Environment

a. Allotments

b. Volunteers

- i. To approve purchase of ground sheet for £16
- ii. To approve purchase of smaller waste bags
- iii. To authorise hire of green waste skip

c. Village maintenance

- i. Installation of parish noticeboard
- ii. To consider increasing grass cutting schedule around the village

d. Burial Ground

- i. To approve revised costs of burials

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

12. Playground

- a. Update on S106 expenditure
- b To approve £460 for cost of recycling bin
- c.To approve earmarked reserves for playground

13. School

14. Civic and Community

15. Financial and Administrative Matters

a. Payments to be authorised as follows: -

| | | |
|-------------------|-------------------------------------|----------------|
| Lisa Wilkinson | Clerk's net salary May 2021 | £543.61 |
| | Clerk's expenses May 2021 | £26.00 |
| | Total | £569.61 |
| Nest | Clerk's pension | £39.02 |
| HMRC | Income tax Q1 2021-22 | £10.80 |
| RW Whitehouse Ltd | Internal audit | £231.00 |
| Castle Water | Allotment water bill (direct debit) | £34.40 |
| Green Scythe | Grounds maintenance May 21 | £1,027.66 |

| | | |
|----------------|--|---------|
| Sophie England | Gardening at playground | £80.00 |
| Ben Jessey | Grass cutting at Burial Ground May 21 | £180.00 |
| Netwise UK | Website maintenance and domain renewal | £504.00 |

b. Payments received:

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|-------------------|---------------------|-----------|
| OCC | Grass cutting grant | £1,761.30 |
| Allotment tenants | Allotment rents | £105.00 |

c. Bank statement to 31st May 2021

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|------------------------------------|-------------------|
| Unity Trust Current Account | £32,411.13 |
| Unity Trust Deposit Account | £70,699.00 |

16. Correspondence Received

17. Any Other Issues to Note

18. Dates of Parish Council Meetings for 2021/22

| Date | Meeting |
|---------------------------------|--|
| 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 |

Lisa Wilkinson
Parish Clerk