

## SHIPTON UNDER WYCHWOOD PARISH COUNCIL

To all members of the Parish Council

15<sup>th</sup> October 2021

You are summoned to attend the Meeting of the Council

To be held at New Beaconsfield Hall on Thursday 21<sup>st</sup> October 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 16<sup>th</sup> September 2021**
4. **Matters arising from the Minutes.**
5. **To co-opt a new parish councillor**
6. **Public Time**
7. **County Councillor's report**
8. **District Councillor's report**
9. **Planning:**

### a. *Planning applications received:*

Ref no.	Address	Proposal
21/03121/HHD	4 Littlebrook Meadow	Demolition of existing, and construction of larger replacement, front entrance porch
21/03263/HHD	Station House, Station Road, SUW	Proposed two storey pitch roof rear extension and single storey flat roof side extension
21/03178/HHD	Quarry Hill Farm, Leafield Rd, SUW	Conversion of roof space above car port to provide residential accommodation

### b. *Decisions Outstanding:*

Ref no.	Address	Proposal	Decision
21/02356/HHD	The Gatehouse, High St, SUW	Erection of a two-storey extension	No objection as long as the design and materials used are in keeping with the local vernacular. The PC would like to raise concerns that there is no design statement or site plan with this application.
21/02476/HHD & 21/02477/LBC	Home Farm, Plum Lane, SUW	Internal alterations and insertion of two new rooflights	No objection
21/01381/FUL	Shaven Crown	Construction of two detached two storey buildings to form six hotel bedrooms	Object
21/02900/FUL	Lane House Barn, Milton Rd, SUW	Change of use of land from paddock to domestic garden and conversion of an existing stable block into a yoga studio and garden machinery store	No objection to change of use but concerns raised that yoga studio is not used commercially

### c. *Decisions made:*

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	PC - No objection WODC - Approved
21/02182/HHD	Dove Cottage, High St, SUW	Erection of single storey rear extension	PC - No objection WODC - Approved
21/02738/FUL	Brookvale, Shipton Road, MUW	Erection of detached double garage to serve dwelling currently under construction	PC - No objection WODC - Approved
21/02755/HHD	April Cottage, Burford Rd, SUW	Erection of link corridor and refurbishment of existing garage	PC - No objection WODC - Approved
21/02835/HHD	Jersey Cottage, Home Farm Close, SUW	Conversion of garage	PC - No objection WODC - Approved

- d. To consider request from the Tennis Club to plant hedge alongside the courts.

## 10. **Communication**

- a. To consider content of autumn/winter newsletter

## 11. **Highways and Transport**

- a. To consider residents' request for reduction in speed limit on A361 entering south side of

Shipton

## 12. **Environment**

### a. **Allotments**

- i. To receive further quotes for implementation of wildflower area
- ii. To consider repair of flail mower at cost of £300 for parts with free labour

- b. **Volunteers**
- c. **Village maintenance**
- d. **Burial Ground**
- 13. **Playground**
  - a. Update on S106 expenditure
  - b. Repair to skate ramp
- 15. **School**
- 16. **Civic and Community**
  - a. Platinum Jubilee Celebrations 2022
    - i. Arrangements for Big Lunch
    - ii. Tree planting for the Queen's Green Canopy
  - b. To consider arrangements for Christmas events
- 17. **Financial and Administrative Matters**

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

Lisa Wilkinson	Clerk's net salary September 2021	£638.06
	Clerk's expenses September 2021	£29.99
	<b>Total</b>	<b>£668.05</b>
Nest	Clerk's pension	£47.22
Microsoft (Repay L Wilkinson)	Microsoft Office 365	£59.99
Moore	External audit	£360.00
Castle Water	Allotment water bill (direct debit)	£87.17
Green Scythe	Grounds maintenance August 2021	£1,387.32
Green Scythe	Grounds maintenance September 2021	£1,149.58
Sophie England	Gardening at playground	£130.35
Ben Jessey	Grass cutting at Burial Ground (September)	£180.00
Ben Jessey	Cut back pond area at allotments	£50.00
Chris Townsend	Wychwood Tree sculpture (remaining balance) S106 art contribution	£3,750.00
Parish Online	Annual renewal	£120.00
Royal British Legion	Poppy wreath	£100.00
New Beaconsfield Hall	Annual grant	£2,600.00
SLCC	VAT for 2021 webinar for clerk	£54.00
Ubico	Emptying dog bin (Station Rd) 1/4/21 – 30/9/21	50.05
SLCC	National Conference (for clerk)	£120.00
Repay C. Arnold	Volunteer expenses	£66.40
Repay C. Arnold	Hedge trimmer	£124.98

**b. Payments received:**

Allotment tenants	Allotment rent	£682.50
WODC	Precept (2 <sup>nd</sup> instalment)	£18,166.00
WODC	S106 Play contribution	£47,796.00

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

<b>Unity Trust Current Account</b>	<b>£30,471.64</b>
<b>Unity Trust Deposit Account</b>	<b>£55,699.00</b>

d. To resolve clerk's cost of living pay rise and to be backdated to April 2021

e. To receive bank reconciliations and actual vs expenditure report for Quarter 2 of Financial Year

**f. To agree donations for this financial year:**

Organisation	Request
Lady Reade Educational Trust	£100
New Beaconsfield Hall	£2,600 (in payment schedule above)
Wychwood Wild Garden	£1,000

**18. Correspondence Received**

**19. Any Other Issues to Note**

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

Date	Meeting
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