

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

Minutes of the Meeting of the Council

held at New Beaconsfield Hall on Thursday 18th November 2021 at 7.30pm

Present: Cllrs: J. Mavin (in the chair), R. Dyer C. Arnold, T. Brunsdon, T. Yates, County Cllr L. Leffman,
Parish Clerk: L. Wilkinson

- 1. Apologies for Absence** were received from Cllrs Colledge, Loring and Acock.
- 2. Declarations of Interest;** none received.
- 3. To approve the accuracy of the minutes of the Parish Council meeting held on 21st October 2021**

These were agreed and signed as a true record.

4. Matters arising from the Minutes.

None.

5. Public Time

Wychwoods Tennis Club Chair and Vice Chair spoke about the new Tennis Club floodlight application which is due to be submitted to WODC the week commencing 22nd November. Kingston Bagpuize Tennis Club have similar lights although slightly higher and are cool white rather than warm as proposed at Shipton. The Tennis Club can arrange to take Parish Councillors to view them if desired or they could go independently. This is important so people can see what they look like. The lights would be 400 lux but dimmable.

6. County Councillor's report

Cllr Leffman reported:

If drains are blocked due to recent heavy rain, Cllr Leffman asked if she could be contacted.

Milton Road is due to be surface dressed and patched.

The County Council budget will be out for consultation from 2nd December.

Town and Parish Council sessions have been successful and will be used again as a way of consulting.

Report on greenhouse gas emissions was taken to Cabinet and shows that emissions have decreased partly due to Covid but also due to the installation of LED lighting across the county.

The Council has applied for funding to the Sustainable Warmth programme to give houses with fuel poverty the opportunity for a retrofit.

7. District Councillor's report

Report received from Cllr Acock:

The latest piece of work that I am engaged with is updating and modifying the constitution as Deputy Chair of the Constitution Working Group. The plan is to streamline services and make the consistory icon more accessible to the general public.

The West Oxfordshire business app which rewards loyal bonuses to customers who use it, is really beginning to help local businesses recover after the last lockdown.

The planning department is now beginning to catch up with the backlog that was caused by the pandemic. Even though most staff are still home-based, there appears to be an uptick in work levels.

West Oxfordshire DC, in partnership with Blenheim Homes, was given an award for producing affordable homes across the district.

Finally, there will be a review of the Local Plan within the next few months/beginning of next year. This should not alter the Local Plan and should not affect Ascott or Shipton.

9. Planning:

a. Planning applications received:

Ref no.	Address	Proposal	PC Decision
21/03626/HHD	Paupers Barn, 38 Plum Lane, SUW	Erection of a single storey extension	No objection

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.
21/01381/FUL	Shaven Crown	Construction of two detached two storey buildings to form six hotel bedrooms	Object
21/03263/HHD	Station House, Station Road, SUW	Proposed two storey pitch roof rear extension and single storey flat roof side extension	No objection
21/03178/HHD	Quarry Hill Farm, Leafield Rd, SUW	Conversion of roof space above car port to provide residential accommodation	No objection

c. Decisions made:

Ref no.	Address	Proposal	Decision
21/02476/HHD & 21/02477/LBC	Home Farm, Plum Lane, SUW	Internal alterations and insertion of two new rooflights	PC - No objection WODC - Approved
21/03121/HHD	4 Littlebrook Meadow	Demolition of existing, and construction of larger replacement, front entrance porch	PC - No objection WODC - Approved

10. Communication

a. To agree content of newsletter

This was agreed and will be published on 1st December.

11. Highways and Transport

a. Update on proposal for reduction in speed limit on A361 entering south side of Shipton
OCC is carrying out a speed survey as the first step in the process.

b. Speedwatch – to consider leaving SID in place for up to a week

This was agreed.

12. Environment

a. Allotments

No update.

b. Volunteers

No update.

c. Village maintenance

i. To resolve to spend £250 on new defibrillator pads and battery

This was **resolved**.

d. Burial Ground

No update.

13. Playground

a. Repair to skate ramp

Quotes have still not been received.

14. School

Continuing problems with parking.

15. Civic and Community

a. Platinum Jubilee Celebrations 2022

i. To adopt Big Lunch Working Party terms of reference

Deferred until the December meeting.

ii. To receive report from Big Lunch Working party

No meeting has yet been held. The Hall has been booked for Sunday 5th June.

b. To consider supporting the Climate and Ecological Emergency Bill

It was agreed to support this bill.

16. Financial and Administrative Matters

a. Payments to be authorised as follows: -

Lisa Wilkinson	Clerk's net salary October 2021	£535.06
	Clerk's expenses October 2021	26.00
	Total	£561.06
Nest	Clerk's pension	£38.31
OALC	Planning training for Cllr Loring	£60.00
Castle Water	Allotment water bill (direct debit)	£87.17
Pat Collins	Repair to flail mower	£60.00
Alfred Groves & Sons	Bin installation at playground	4.01
Alfred Groves & Sons	Volunteer materials	11.61
Sophie England	Gardening at playground	£80.00
Wychwood Inn (repay T. Brunsdon)	Fair committee refreshments	£17.50
Wychwood Wild Gardens	Annual donation (GPC)	£1,000.00
Lady Reade Educational Charity	Annual donation (GPC)	£100.00

These were authorised by Cllrs Mavin and Dyer.

b. Payments received:

Allotment tenants	Allotment rent	£160.00
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c. Bank statement to 31st October 2021

Unity Trust Current Account	£67,512.53
Unity Trust Deposit Account	£55,699.00

d. To consider draft budget and set precept for Financial Year 2022-23

The budget was circulated and agreed. It was **resolved** to raise the precept by 3% and to use £8875 from reserves to balance the budget. A 3% rise equates to £1.62 per year for a Band D property.

Budget headings for expenditure:

Administration	£12,525
Subscriptions	£356
Donations	£10,128
Burial Ground	£2,217
Allotments	£13,00
Parish Maintenance	£10,051
Recreation Ground	£1,940
Playground	£5,013
Environmental responsibility	£2,750
Capital projects (speed reduction, hedge trimmer)	£6,000
Legal contingency	£1,000
Total expenditure	£53,280

e. To agree further donations for this financial year:

Organisation	Request
Clean Slate	£100
Volunteer Linkup	0
Witney Baby Bank	£100
Treemendously Wild	£311
Wychwood Brownies	£52.00
Wychwood Guides	£72.78
Wychwood Rainbows	£65.30

These were agreed.

f. To agree meeting dates for Financial Year 2022-23

These were **resolved**. See below.

g. To review Councillor portfolios

To be deferred until January meeting.

h. To note the parish clerk has resigned. The post has been advertised locally and on the OALC website. Closing dates for applications is Friday 3rd December,

17. Correspondence Received

- Park and Charge Oxfordshire Project – Installation of EV charging points around the district

18. Any Other Issues to Note

None.

19. Dates of Parish Council Meetings for 2021/22

Date	Meeting
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

Dates of Parish Council Meetings for 2022/23

Date	Meeting
21 st April 2022	Parish Council
21 st April 2022	Annual Parish Meeting
19 th May 2022	Annual Meeting of Council
16 th June 2022	Parish Council
21 st July 2022	Parish Council
18 th August 2022	Parish Council (finance & planning only)
15 th September 2022	Parish Council
20 th October 2022	Parish Council
17 th November 2022	Parish Council
15 th December 2022	Parish Council (finance & planning only)
19 th January 2023	Parish Council
16 th February 2023	Parish Council
16 th March 2023	Parish Council

Meeting closed: 9pm