

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

A COTSWOLD VILLAGE AND COMMUNITY

Agenda

Councillors are hereby summoned to attend the Annual Meeting of Council on
Thursday 18th May 2023, 7:30pm at the New Beaconsfield Hall

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. To receive apologies for absence
4. To receive declarations of pecuniary interest from councillors relating to agenda items
5. To sign, as a correct record, the minutes of the meeting held on 20th April 2022.
6. Matters of report arising from the previous minutes not covered on the agenda
7. County and District Councillor reports
8. Public participation session.

9. Planning:

9.1 Applications received from WODC

23/01005/HHD 4 Bradleys, Shipton-under-Wychwood
Erection of rear flat roofed single storey extension

9.2 Under consideration

23/00819/FUL 15 Meadow Lane, Shipton-under-Wychwood
Change of use of land from agricultural to domestic off-street parking, incl installation of 2 EV chargers.
Parish Council objected on the basis that information regarding access is insufficient for a decision.

23/00718/FUL & 23/00719/LBC The Wychwood Inn, High Street, Shipton-under-Wychwood
Erection of a lean-to timber clad kitchen storage building. Construction of an oak framed gazebo, with a detached bar and serving room within the pub garden area (retrospective).
Parish Council voted to submit a caveated objection on the grounds that, although the structures are a breach of planning regulations, there were mitigating circumstances.

22/03114/LBC & 22/03113/HHD Salus House, Milton Rd, Shipton under Wychwood
Garden room extension, fenestration alterations to boot room & outdoor swimming pool with pump room.
Council objected to parts of the application, with concerns about noise/light pollution and flooding risks.

22/00725/LBC & 22/00612/FUL The Old Prebendal House, Station Rd, Shipton under Wychwood
Alterations to carry out flood mitigation works & new gates together with landscaping/assoc works.
Supported by Parish Council, with concerns submitted regarding the need for drains survey by OCC and potential increased risk of flooding to adjacent houses.

9.3 WODC decisions

22/03540/FUL Eyston Piece, Swinbrook Road, Shipton-under-Wychwood
Demolition of existing dwelling and outbuildings. Erection of a replacement dwelling, pool, tc & landscaping.
Parish Council currently objects to this application on grounds of insufficient attention to ecological and environmental issues.
Approved by WODC 27 April 2023.

23/00672/HHD The Old Till House, High Street, Shipton-under-Wychwood
Demolition of lean-to conservatory, erection of single storey side & rear extension, replacement of existing windows & doors and internal alterations.
Parish Council made no objection.
Approved by WODC 04 May 2023

23/00165/S73 Land north of Gas Lane and Ascott Road, Shipton-under-Wychwood
Variation of condition 2 of planning permission 20/00991/FUL to allow design changes to Plot 1 including replacement of approved garage door with a window and erection of a single storey garage extension.
Parish Council objected to this application on grounds of environmental effects, which are in breach of initial planning agreement.
Approved by WODC 04 May 2023.

9.4 Other

9.5 Any planning applications submitted following publication of agenda

Governance and Consultation

10. To receive notice of resignation of Cllr Arnold.
11. To discuss and agree distribution of tasks currently performed by Cllr Arnold: Benches, NBH Liaison, Orchard, RFC Support, Shipton Volunteers, Christmas tree (CA/Clerk)
12. To discuss and agree starting an Internal Financial Control process, and whether to make it a portfolio (clerk)
13. To confirm continued use of CAA-Accounting for voluntary payroll administration (clerk)
- 14.. To consider and agree on new Working Party Policy (clerk)
15. To consider and agree on the recruitment process for the new Councillor vacancy (JM/clerk)
16. To receive internal audit report (clerk)
17. To receive confirmation that Clerk has received Bank Payment Card, and to clarify use (clerk)

Training

18. To consider any further training offered by OALC, NALC and SLCC

Village matters

19. To receive report on meeting between PC and NBH Charity, and agree next steps as appropriate (SR)
20. Update on application to WODC for Asset of Community Value registration and to decide next steps (SR)
21. To discuss and re-allocate as appropriate the Queen Elizabeth II Commemorative tree (CA)
22. To consider and agree on trial of Vivo Technologies Green Habitats Weed Wand for volunteers (CA)
23. To receive report on playground inspection (AH/JM)
25. To consider and agree next steps on Church Street parking (JH/JM)

24. Finance

- a. To receive the monthly financial summary & approval of payments (clerk)

Unity Trust Current Account	£78,337.18
Unity Trust Deposit Account	£56,389.75
Charity Bank 40day Notice Account	£1,000.00
James Alfred Willis Trust Fund	£1,474.13

- b. To consider and approve the Statement of Accounts for the year ending 31 March 2023
- c. To confirm the assets list for the year 2022/23
- d. To confirm the earmarked reserves for the year 2023/24
- e. **External Audit**
 - i. **Section 1: Annual Governance Statement** – to consider the questions & respond accordingly
 - ii. **Section 2: Accounting Statements** – to consider and agree the accounting statement figures
 - iii. **Electors' Rights** – to note the dates for the Notice of Public Rights

- iv. Statement of Variance** – to consider the draft Statement of Variance
- f. To consider and agree the insurance renewal for 2023/24
 - g. To consider and approve revised burial costs
 - h. To approve recurring due payments (incl annual playground RoSPA and defibrillator batteries/pads)
 - i. To approve purchase of new minutes book

25. Councillor portfolios - to receive reports on activities

- Allotments, Schools Liaison, Library (JM)
 - Transport, Telecommunications, Burial Ground, NBH, Defib/Generator, (TY)
 - Shipton Volunteers, Benches, RFO Support, NBH (CA)
 - Environment, Trees, Grass Cutting, Green Spaces (JL)
 - Planning, Shipton Fair, PCC Liaison (SR)
 - Highways, Emergency Planning, Flooding, Drainage (JH)
 - Playground, Defib/Generator (AH)
26. To receive reports from Community Groups & Organisations (all)
27. Report of Clerk, communications and noteworthy correspondence (clerk)
28. Items to report (all)
29. Date of the next meeting: 7.30pm, 15th June 2023.

ZKThornburgh

10th May 2023