

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

A COTSWOLD VILLAGE AND COMMUNITY

Minutes of the Meeting of the Council Thursday 17th August 2023, 7.30pm, New Beaconsfield Hall

Present: Jill Mavin (chair), Simon Randall (vice-chair), Tim Yates, Jan Lund, Amelia Harvey, Clerk Zoe Thornburgh and 1 member of the public.

1. **To receive apologies for absence:** apologies were received from County Councillor Liz Leffman. Council has not heard from the District Councillor David Cooper for several months; the Chair will contact him.
2. **Declarations of interest**
None received.
3. **To sign acceptance papers for co-opted Councillor, John Roxby**
Council witnessed John signing the Declaration of Acceptance of Office.
4. **Approval of Minutes of Parish Council meeting held on 20th July 2023**
The minutes were approved and signed as a true record by Cllr Mavin.
5. **Matters of report arising from the previous Minutes**
6. **County Councillor Reports**
 - Permission is being sought from the Government to offer lane rental to service/utility companies. It is hoped that this would act as a disincentive to leave road closures in place whilst there is no work being carried out. It would also encourage work to be carried out at off-peak times. The rental fees would be put towards road maintenance.
 - The trial of pothole filling materials has been completed, although no results as yet.
 - The £2 bus fare cap is to continue until October. This has had a significantly positive effect on passenger numbers. The X9 bus between Chipping Norton and Witney is now included in the scheme.
 - Oxfordshire Recycling Centres are to be open until 8pm on Thursdays.
 - Cllr Leffman has made a donation to the Milton Life Larder from her personal Priority Fund.

Following comments from Cllr Lund, the minutes were amended prior to the meeting.

Resolved: The amended minutes were approved and signed as a true record by Cllr Randall.

7. **Public participation session**

The visiting member of the public was invited to speak but declined, stating she was there to listen only.

8. **Planning:**

8.1 **Applications received from WODC**

None received.

8.2 **Under consideration**

23/01600/FUL Dash Grange, Leafield Road, Shipton under Wychwood

Change of use of land to equine use with the erection of new stables and detached riding area.

Cllr Randall summarised the application for Council and the public. He also addressed a number of the public's concerns, explaining the Council's limitations regarding the topics it can comment on.

Council objected to the application. Their comment addressed the highway, lighting and usage issues outlined above, but also the impact that such a major development would have on a rural, AONB village. See <https://www.westoxon.gov.uk/planning-building-links/planning-applications> for the full comment.

23/01415/HHD Woodside, High Street, Shipton under Wychwood
Erection of wooden shed at the rear of the property and installation of hazel trellis.
Council made no objection to this application.

22/00725/LBC & 22/00612/FUL The Old Prebendal House, Station Road, 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.

8.3 WODC decisions

None

8.4 Other

None

8.5 Any planning applications submitted following publication of agenda

None received.

Village Matters

9. To consider 20mph scheme application, and whether to submit an amendment

The 20mph scheme that OCC plans to put out for consultation differs in two areas to that submitted by the Parish Council: the number of repeater signs and the lack of a buffer zone at the Burford end of the High Street. Enquiries made to OCC have found that the frequency of repeater signs is controlled by spacing regulations, and that OCC do not believe a 30 or 40mph zone at the entrance to the village, to prepare drivers for a drop from 60 to 20mph, is necessary. It is thought that the latter is based on a mistaken belief that there are no residential frontages beyond Dog Kennel Lane.

Resolved: To accept OCC's proposal in the main, but continue to pursue a buffer zone.

Action: Cllr Randall to communicate Council's decision to OCC, and to request a site visit.

Cllr Randall's summary of the considerations voiced at the meeting can be found on the Parish Council website, in the News section.

Finance

10. To receive the monthly financial summary & bank reconciliation for July 2023

As at 31st July, the Accounts stood at:

Unity Trust Current Account	£10,693.83
Unity Trust Deposit Account	£56,707.31
Charity Bank 40day Notice Account	£61,011.83
James Alfred Willis Trust Fund	£1,474.13

11.1 To consider and approve invoices for payment as itemised on the Payment Schedule.

Resolved: To make bank transfer payments of the following Schedule of Accounts

Action: Cllrs Mavin and Lund to authorise.

Transfer from Deposit A/c to Current A/c	£10,000.00
Clerk Salary	£784.18
HMRC: Clerk salary tax/NIC	£231.96
Cotswold Decorating: Burial ground railings	£5,880.00
McCracken & Son	£741.50
Ben Jessey: Grass cut BG, allotment & orchard	£430.00
Repay Joe Hames	£25.95
Cotswold Line Promotion Group subscription	£20.00
Milton Life Larder Grant	£500.00
WODC: Lottery Permit	£20.00

Sophie England: Playground	£105.00
WODC: Litter bin emptying	£1828.01
RoSPA: Playground equipment survey	£287.40

Direct Debit

NEST Pension	£54.52
Castle Water	£8.74
Corporate Card fee	£3.00

Corporate Card

None

11.2. To acknowledge receipt of payments

Burial ground interments and memorial stones	£335.00
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12. To review the budget April – July 2023

Council were provided with a year to date variance budget prior to the meeting.

Resolved: To review the budget and possibly rearrange the pots at the September meeting.

Action: Clerk to check the budget allowances.

13. Councillor Portfolios - to receive reports on activities

- **Allotments** – a greengage tree overhanging the track and two plots has become obtrusive, and needs cutting back. Cllr Mavin is to ask whether the volunteers might be able to do this.
- **Burial Ground** – Cllr Yates recently met with Revd Anne Hartley, to mark an ashes plot, and noted that the burial ground path needs extending. Quotes are being sought for discussion. The metal fence either side of the footpath between Church Street and Church Walk has been repainted by Cotswold Decorating Ltd and looks very smart.
- **Environment** – Wychwoods Tennis Club are considering portable floodlights; a planning application has been submitted. Discussions are ongoing between Cotswold Natural Landscape, Freshwater Watch and re a possible Water Day next Spring. The New Beaconsfield Hall is being considered as a possible location. Cllr Lund is keen to arrange an astronomy evening at NBH, and is contacting appropriate links. Cllr Harvey stated an interest in assisting. Cllr Lund has applied for a West Oxfordshire Local Plan consultation document. Included is a request for people to look for sites suitable for new housing. She will highlight any issues that require consideration by the Council.
- **Grass Cutting** Following an enquiry from Deanfield Grange Management Committee, Cllr Lund recently met with one of its members to discuss the cutting of their verges. Wychwood Football Club have requested details re when the recreation ground grass is due to be cut, so that they can mark the pitch in time for fixtures. The Club's Health and Safety Officer has also been in touch to inform us that the grass is currently too long for player safety. Jan is to liaise with the contractors. It has been noted that section of verge along Mutton Lane (between Five Ways and the Ascott Road junction) have been cut, but it is not known by whom. Plans are continuing to plant wildflower seeds in some of the village's verges this autumn; Shipton Volunteers have offered to help clear the cuttings.
- **Shipton Fair** – the action group are due to meet in the next few weeks, to discuss approaching local companies for sponsorship.
- **PCC Liaison** – with a new vicar due to join the Wychwood Benefice soon, it is hoped that he/she may consider making the Benefice's buildings available for community use.
- **Highways** – Cllr Yates recently completed an OCC Highways Survey on behalf of the PC. Our new Councillor, John Roxby, is to take over this portfolio, and is to meet with Cllr Mavin and Joe Hames for a handover.
- **Playground** – the RoSPA safety inspection has been completed. Cllr Harvey is waiting to receive the report, and will itemize the items by risk. Items of particular note for replacement are the zip wire which has a rotten post, and the bench encircling a tree; a commemorative bench

was suggested. The tunnel was deemed to be not defective, but a second opinion will be sought before reopening it.

14. To receive reports from Community Groups & Organisations

- **Shipton Volunteers**

On Friday 21st July eight of us met and weeded the path on the corner of the A361/Milton Road junction working round towards the post office. We also worked on the village green around the road wall and monuments.

Unfortunately, Sat 22nd was called off due to heavy rain.

- **Wychwood Wild Garden**

The Wild Garden's August newsletter is available to read in 'News' on the Parish Council website.

15. Report of Clerk, communications and noteworthy correspondence

Nothing to report.

16. Items to report

Nothing to report.

17. Date of the next meeting: 21st September 2023. Please note earlier start time of 6.45pm.

Meeting closed 8.36pm.

The Chair

21st September 2023