

SHIPTON UNDER WYCHWOOD PARISH COUNCIL

A COTSWOLD VILLAGE AND COMMUNITY

Minutes of the Meeting of the Council Thursday 16th November 2023, 7.00pm, New Beaconsfield Hall

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

1. To receive apologies for absence

Apologies were received from Jan Lund and County Councillor Liz Leffman.

2. Declarations of pecuniary interest

None received.

3. Approval of Minutes of Parish Council meeting held on 19th October 2023

Resolved: An amendment was made to correct item 6, after which the minutes were signed as a correct record by the Chair.

4. Matters of report arising from the previous Minutes

- The PC's comments on the West Oxfordshire Local Plan 2041 have been submitted to the consultation. Currently, approximately 600 comments have been posted.
- The first draft of the PC/NBH agreement has been issued.

5. County Councillor Report – received by email prior to the meeting.

- An application made to OCC for a new bus for the Wychwoods has been successful.
- Steps are being taken to improve the support for children with special educational needs and disabilities (SEND). A priority action plan has been developed by organisations involved in the delivery of SEND services, including OCC and the NHS. Ofsted approval will be needed.
- Cabinet has agreed an approach to setting OCC's 2024/25 budget. Continued inflation and demand pressures, particularly in SEND and adult care, mean additional costs of £30-£40 million are forecast. OCC's financial strategy includes a 4.99% rise in Council Tax with 2% ring fenced for adult social care. Details of the proposals will be issued in November.
- The consultation continues for OCC's plan to charge an increased fee to utility companies that dig up major roads. By law, this is restricted to 5% of Oxfordshire's roads so will focus on busy, critical parts of the network. Surplus funds will be reinvested.
- Money is available for off-grid gas homes, rated EPC D or lower, to improve energy efficiency.

6. Public participation session

No comments made.

7. Planning:

7.1 Applications received from WODC

23/02649/FUL Langley Mill Cottage, Shipton Road, Ascott under Wychwood

Construction of replacement dwelling and associated works.

Parish Council made no objection, but suggested a number of conditions to approval.

7.2 WODC decisions

23/02291/HHD Skimbles, Swinbrook Road, Shipton under Wychwood

Construction of detached Garden Pod/Home Office/Gym with associated works.

Parish Council made no objection.

WODC approved 26th October 2023

23/02213/HHD Sunnyside, Upper End, Shipton under Wychwood
Erection of storage shed and bin store at the front of an existing building, along with associated landscaping.

Parish Council objected on the basis that there were no dimensions provided, so the magnitude of the dwelling and its impact on its environment could not be assessed.
WODC refused 26th October 2023

23/02387/HHD Doctors House, Church Path, Station Road
Re-roofing of existing garage with conversion of roof space to create ancillary accommodation
Parish Council made no objection
WODC approved 02 November 2023

23/02388/HHD Doctors House, Church Path, Station Road
Erection of 2-storey extension to west elevation with shower room in roof space above
Parish Council made no objection
WODC approved 02 November 2023

8.3 Other

None

8.4 Any planning applications submitted following publication of agenda

None

Governance and Consultation

8. To consider application for councillor vacancy

An application has been received.

Resolved: To consider the Councillor application at the next meeting. The Councillor can be co-opted at the same meeting if appropriate.

Action: Clerk to add this item to the December agenda.

9. To agree to support the Parliamentary Climate and Ecology Bill

This private member's bill, having been introduced for the third time, is due for its second reading in the House of Commons on 24th November 2023.

Resolved: Not to support the Climate Bill. Council were not against the principles outlined, but were concerned about the bureaucracy and overheads involved in its technique.

Resolved: To reconsider the proposal if the bill goes through, alongside a new Sustainability portfolio.

Action: None needed at this time.

Village Matters

10. To set up a working party to report to the January meeting on the village's requirements for a sit-on mower.

Grass cutting in the village this year has been dissatisfactory, and the football pitch and village green have been unusable on occasions. Local residents have volunteered to use and maintain a mower.

Resolved: To set up a working party, the members of which are to be confirmed after the next meeting.

Action: Working party to meet prior to the January meeting. If a sit-on mower is deemed beneficial, to identify practicalities, suitable models and associated costs, including storage.

Finance

11. To receive and approve the monthly financial summary and bank reconciliation for October 2023.

As at 31st October, the Accounts stood at:

Unity Trust Current Account	£18,108.29
Unity Trust Deposit Account	£47,059.30

Charity Bank 40day Notice Account	£61,011.83
James Alfred Willis Trust Fund	£1,474.13

12. 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 & Randall to authorise.

Clerk Salary	£683.40
HMRC: Clerk salary tax/NIC	£184.42
OALC Training	£270.00
McCracken & Son	£741.50
Ben Jessey: Grass cut BG	£383.00
Citizens Advice West Oxon Donation	£100.00
Milton Life Larder Sept Donation	£500.00
Wychwood Wild Garden Donation	£1,000.00

Direct Debit

NEST Pension	£43.59
Unity bank (service charge)	£3.00
Castle Water	£75.40

13. To acknowledge receipt of payments in October 2023

Allotment rents	£940.00
Banbury Memorials	£33.00

14. Councillor Portfolios - to receive reports on activities

- **Allotments** – A number of plots have been taken recently; there are not many currently vacant.
- **Remembrance Service** – the memorial service on 12th November was well supported by villagers and the Cubs&Scouts. District Cllr David Cooper attended for MP Robert Courts.
- **Library** – the Library Partnership Working Agreement is due to be updated, with pay awards to be made from November. In place is an improved IT network and a number of new volunteers.
- **Defibrillators** – have been checked.
- **NBH** – the main hall external doors have been replaced, following ‘the Tesla incident’. Some more recent damage involving another car is less obvious, but the wall needs rebuilding. The Committee is considering EV charging stations, and possible finance options.
- **Burial Ground** – quotes are being sought for an extension to the path, in preparation for use of the far end of the area. It is hoped that this will be completed this winter.
- **Planning** – Cllrs Lund, Randall and Harvey recently attended training on Local Councils & the Planning System.
- **Shipton Fair** – The Witney Town Band has been booked. Next meeting is January 2024.
- **PCC Liaison** – the new Levelling Up bill includes the ability for Parish Councils to make donations to PCCs, but this needs further work before implementation.
- **Highways** – OCC is adamant that there is no need for a reduced speed limit before the 20mph zone at the Burford end of the High Street. To try and get one, the PC would need to fund a traffic survey with potential administrative costs of approx. £4000, plus signage if required. OCC’s proposal for the 20mph scheme in Shipton is due to go out for consultation early 2024.
- **Salt bins** – Cllr Roxby is waiting to hear from Shipton Volunteers re assistance with refilling the village’s salt bins. A new bin has been ordered for Station Lane.
- **Playground** – following a report re cracks in the skate park, James Janssen has very kindly repaired them free of charge.

21. Report of Clerk, communications and noteworthy correspondence

The latest Wychwood Forest Trust newsletter was recently received, and is available to read on the Parish Council website www.shiptonunderwychwood.org

22. Items to report

Preparations for the Christmas Eve Carol Service are underway. The tree is due to arrive 1st December and will be put up/decorated 2nd December. Helen Jenkins' brass ensemble has been booked to accompany the singing, and donations will go to Shipton United Charities.

23. Date of the next meeting: 21st December 2023. Please note that this is a planning and finance meeting only.

Meeting closed 8.45pm.

The Chair

21st December 2023