

## SHRIVENHAM PARISH COUNCIL

### Minutes of meeting held on Monday 2<sup>nd</sup> September 2019 at 7pm

**Present:** Cllr Richard Bartle, Chair (RB), Cllr Chris Hand (CH), Cllr Connor Farrelly (CF), Cllr John Lloyd (JL), Cllr Gerard Pearson (GP), Cllr Derek Day (DD)

**In Attendance:** Julia Evans

**County Councillor:** Cllr Yvonne Constance

**District Councillor:** Cllr Elaine Ware (EW)

**Public:** Mr M Richardson (L&G Homes), Mr J Field, Mr F Houghton

<b>19/179</b>	<b>APOLOGIES FOR ABSENCE</b> District Councillor Simon Howell, Cllr Liz Jenkins, Cllr Julia Jones, Cllr Bjorn Watson, Cllr David Pratt	<b>Action:</b>
<b>19/180</b>	<b>DECLARATIONS OF INTEREST</b> None.	
<b>19/181</b>	<b>MINUTES OF THE MEETING HELD ON 1<sup>st</sup> JULY 2019</b> Cllr Hand proposed approving the minutes. Cllr Pearson seconded. RESOLVED. The minutes were signed.	
<b>19/182</b>	<b>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA</b> a) <b>19/159 - 19/136- Update on IT Upgrade.</b> There are have been a few glitches with the installation. The fire alarm system had to be upgraded. The issues have been raised with Systemagic. The phone system has still not been installed. Work is expected to complete tomorrow. RB discussed the purchase of Cemetery management software from RBS. This was discussed at the O&FWG where it was agreed that the software was essential. The purchase was agreed. Proposed Cllr Hand, Seconded Cllr Lloyd. RESOLVED. b) <b>19/159 - 19/145 – Road Surface on B4000.</b> It was pointed out that it had previously been stated that repairs would be carried out urgently, but nothing had yet been done. Cllr Ware agreed to liaise with Cllr Constance. c) <b>19/166 – Repair of VAS on Townsend Road.</b> The existing unit is not repairable. Three quotes have been obtained for a new unit. The Westcotec quote was recommended. Proposed Cllr Pearson, Seconded Cllr Farrelly. RESOLVED. Clerk to order. d) <b>19/166 – Update on Gardening Club bench.</b> Cllr Lloyd declared an interest. The gardening club would like to plant a memorial tree in Coppidthorne Meadow as the cost of installing a bench on a plinth at the top of Fairthorne Way is too high. It was noted that permission was refused last year for a similar request. It was also pointed out that part of Coppidthorne Meadow is designated as overflow for the cemetery. Cllr Lloyd to investigate and consider locations for the proposed tree.	<b>RB</b>  <b>EW</b>  <b>JE</b>  <b>JL</b>
<b>19/183</b>	<b>PUBLIC REPRESENTATION</b> The members of the public attended to discuss item 4d above. No other matters were raised.	
<b>19/184</b>	<b>COUNTY COUNCILLORS REPORT</b> Cllr Constance reported on the risks associated with SODC and VWHDC not adopting their local plans. The OCC growth deal depends on these plans; both are being held up by the new administrations. The HIF bid is also depended on these local plans. This would fail if the Local Plans are not adopted, which could give rise to more speculative development. The status of Neighbourhood Plans is currently uncertain	

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	<p>in this situation. It is likely that they will carry some weight, but it is not clear how much.</p> <p>Cllr Bartle reported that he had written to the Leader of the Vale in protest over the delay in adopting LPP2. He has also written to all the other Parish Chairmen suggesting that they do likewise. The issue of further development in Shrivenham was discussed. LPP2 would protect the village until 2031 although it is unclear what would happen after that. Cllr Constance stated that there are no calculations for Oxfordshire's Housing need in 2050. Cllr Bartle agreed that no further action would be taken on this matter for the time being.</p> <p>Cllr Constance reported that Swindon has been included in the Economic Heartland and could become a dormitory town for employment sites as far away as Cambridge if the Oxfordshire-Cambridge expressway is built.</p> <p>Cllr Constance was thanked for attending.</p>	
19/185	<p><b>DISTRICT COUNCILLORS REPORT</b></p> <p>Cllr Ware reported:</p> <p><b>Climate Emergency</b> - Following the agreement to a Climate Emergency in February the new administration has created a new Climate Emergency Advisory Committee. The new Committee will be non-decision making but will make recommendations to Cabinet.</p> <p><b>Local Plan Part 2</b> – The Planning Inspector has declared that the LPP2 is sound and is subject to local democratic approval. The new administration has indicated that it wants to make sure that they fully understand the implications of adopting the plan or otherwise. The Deputy Leader of the Vale has written to the Secretary of State highlighting concern about the figures to meet Oxford's Unmet Need and development in the Green Belt.</p> <p><b>Pop Up Business School</b> - A Pop Up Business School will take place in the Memorial Hall Shrivenham between 7 and 11 October from 10:00am to 3:00pm. This event follows the success of others held in the Vale and South Oxfordshire. The intensive course provides guidance on topics such as starting a business with no money, building a website for free, taxes and marketing.</p> <p><b>Construction</b> continues on all four sites in Shrivenham. There has been a further delay in the use of the A420 access road but it is hoped that this will be available for use from 3 September.</p> <p><b>Appeals in Shrivenham</b> - The lodged appeal with the Planning Inspectorate to allow tarmac to the green highway verge at the front of the property and drop the kerb to improve vehicular access at 43 Highworth Road has been dismissed.</p> <p><b>Chowle Farm</b> - The Outline Planning Application for a Lorry Park and 9 residential dwellings has been refused by the Vale.</p> <p><b>Land South of Steeds Farm</b> -The independent Financial Viability Assessment commissioned by the Vale is awaited.</p> <p><b>Oxford to Cambridge Expressway</b> – The Deputy Leader of the Vale has written to Government objecting to the Expressway. However, the public consultation for this proposal has not yet been published. Cllr Constance noted that although there is not yet any information on the Oxford-Cambridge Expressway a review of HS2 has been ordered.</p> <p><b>Shrivenham Neighbourhood Development Plan</b> – residents are reminded that the consultation on the proposed Neighbourhood Development Plan is open for comments until 1 October.</p>	

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	<p><b>Household Enquiry - Yellow Letter</b> – Residents are reminded to complete the information required and return to the Vale asap.</p> <p><b>Electric Vehicle Charging Points Consultation</b> – the Government has published a consultation on EV smart charging points and regulations. Comments to submitted by 7 October. Additionally the Vale is working with the County on an Oxfordshire wide EV charging strategy.</p> <p><b>Civic Parking Enforcement</b> – Consultants have been appointed to undertake a feasibility study and prepare a report for Cabinet. Cllrs Ware was thanked for attending.</p>	
19/186	<p><b>CLIMATE EMERGENCY ACTIONS</b> Carried forward to October due to Cllr Watson's absence.</p>	C/F BW
19/187	<p><b>CHAIRMAN'S ANNOUNCEMENTS:</b></p> <p>a) <b>OCC Permit Scheme for Roadworks.</b> The scheme will enable greater co-ordination of road works. Cllr Bartle has replied to the consultation on behalf of the Parish Council expressing full support for the scheme. Cllr Constance was asked whether the scheme included a full review of workmanship after a job was completed. Cllr Constance was unsure about this.</p> <p>b) <b>National Highway and Transport Satisfaction survey (Member Consultation).</b> The consultation closes on 30<sup>th</sup> September. Cllr Bartle urged members to respond.</p>	RB
19/188	<p><b>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</b></p> <p>a) <b>Minutes of the O&amp;F Working Group</b> – The draft minutes of the O&amp;F Working Group held on 27<sup>th</sup> August were circulated. The highlights were summarised by Cllr Bartle:</p> <ul style="list-style-type: none"> <li>- The new defibrillator is installed and working. Cllr Lloyd was thanked for organising the training. Cllr Lloyd reported that he has resolved the issue with the kiosk door.</li> <li>- The Contracts and Leases register was review. Most rents are to remain the same. Allotment rents have been increased to 19p per square metre from January 2020.</li> <li>- The outstanding actions from the General Risk Assessment were reviewed. Volunteers were requested. Cllrs Pearson, Day and Farrelly agreed to assist with the quarterly and annual asset inspections. Clerk to develop an inspection list. Cllr Bartle to remind the public about how to report damage to Public Rights of Way. Cllr Day to take responsibility for the review of risks in the Cemetery in conjunction with Alan Loveday. Cllr Lloyd to take responsibility for risk management of trees and hedges.</li> <li>- Environmental Matters. Cllr Bartle has written to Cllr Constance about highways access for the less able.</li> <li>- Stocks Island. A request was received to replace the hedges with trees. The O&amp;FWG agreed that hedges were better than trees because they cause less damage to the highway and footpaths. Clerk to reply.</li> </ul>	<p>GP/DD/CF/RB/ JL/ Clerk</p> <p>Clerk</p>
19/189	<p><b>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</b></p> <p>a) <b>Winter Salt.</b> It was agreed to accept the free bag of salt. Clerk to order.</p> <p>b) <b>75<sup>th</sup> Anniversary of VE day.</b> It was noted that the Fete Committee are considering an event, and that Cllr Pratt is considering a theatre</p>	Clerk

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	<p>production. Cllr Bartle suggested the Parish Council consider how to mark the event.</p> <p>c) <b>Reports of further development in Shrivenham.</b> Cllr Bartle has written to the Vale emphasising the need to adopt LPP2 in order to prevent a return to speculative development.</p>	
19/190	<p><b>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</b></p> <p>a) <b>Meeting with Thames Water on 25<sup>th</sup> July.</b> Cllr Bartle reported that he had complained about the lack of action regarding with proposed works in the High Street. Cllrs Bartle and Ware have written to Thames Water about this. The odour in Vicarage Lane and Stainswick Lane was also discussed. Thames Water will be building another holding tank and reviewing the pumping station.</p> <p>b) <b>Meeting with L&amp;G on 2<sup>nd</sup> September.</b> Mr Richardson from L&amp;G reported that a license has been granted to use the new access route for construction traffic. Awaiting final confirmation from OCC. Discussions are progressing well with regard to the new school. Awaiting detailed information from OCC. An exhibition on Phase 2 is planned. It is anticipated that the Reserved Matters planning application will be submitted later this year. Mr Richardson was thanked for attending.</p>	
19/191	<p><b>FINANCIAL MATTERS</b></p> <p>a) <b>Finance Reports – July 2019 –</b> The reports were presented and approved. The transfer of funds from general reserves to rectify EMR overspend was approved. Proposed: Cllr Hand, Seconded: Cllr Pearson. RESOLVED.</p> <p>b) <b>August Payments –</b> Cllr Day proposed ratifying the payments which had been approved at the O&amp;FWG. Cllr Farrelly seconded. RESOLVED. The payments list was signed. RESOLVED.</p>	
19/192	<p><b>PLANNING MATTERS - NEW APPLICATIONS</b></p> <ol style="list-style-type: none"> <li>1. <b>Swindon Local Plan – Emerging Strategies Consultation.</b> Shrivenham Parish Council made a response to the Swindon Local plan some time ago. The Planning Committee is to meet to discuss a response to this consultation.</li> <li>2. <b>P19/V1677/HH – 1 Constantine Close.</b> Single storey rear extension. The Parish Council had no objection to this application.</li> <li>3. <b>P19/V1763/HH – Magnolia Cottage, 1 Curtis Road.</b> Single storey rear extension, replacement flat roof dormer window with pitched dormer window and internal alternations. The Parish Council had no objection to this application.</li> <li>4. <b>P19/V1908/HH – 9 Charlbury Road.</b> Erection of an ancillary granny annexe. The Parish Council has objected to this application.</li> <li>5. <b>P19/V1793/LB – 44 High Street.</b> Window repairs/replacements. Front door replacement and external property decoration. The Parish Council had no objection to this application.</li> <li>6. <b>P19/V19/11/HH – 27 Charlbury Road.</b> Proposed front, rear and side extension and alterations. The Parish Council had no objection to this application.</li> <li>7. <b>P19/V1930/HH – 48 Charlbury Road.</b> A garage conversion which includes a small extension to join house with roof and 2 x windows. A first floor side extension about the garage to include 2x roof lights and 2 x windows. The parish council had concerns about this</li> </ol>	<p>JJ/RB/DP/BW</p> <p>Clerk</p>

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	<p>application. Clerk to take advice on whether the concerns were material in the planning context.</p> <p>8. <b>P19/V1880/N5C – 52 High Street.</b> Change of use from hardware store to shop, café and takeout serving hot and cold food. For information only.</p> <p><b>PLANNING MATTERS – DECISIONS</b></p> <p>9. <b>P19/V1580/HH – 41 Stallpits Road.</b> Proposed conservatory extension to rear elevation. Permission granted.</p> <p>10. <b>P19/V1281/HH – 33 Vicarage Lane.</b> Erection of single storey front and side extension and new double garage and some internal alterations. Permission granted.</p> <p>11. <b>P19/V1280/HH – 2 Cox’s Road.</b> First floor side extension and single storey rear extension and new pitched roof to store. Refused.</p> <p>12. <b>P19/V1361/LB – Becket House, Shrivenham Defence Academy.</b> Works to consist of roof works, external stone repairs (including chimney repairs), window replacement and decoration to North, East &amp; South elevations and repairs), window replacement and decoration to North, East &amp; South elevations and roofs. Permission granted.</p> <p>13. <b>P19/V1411/HH – 15 Sandhill.</b> Single storey rear extension and partial demolition of shed. Permission granted.</p> <p>14. <b>P19/V1469/HH – 38 Colton Road.</b> Two storey side and rear extension and single storey side kitchen extension and new shed. Permission granted.</p> <p>15. <b>P19/V1070/HH - Wellingtons, Faringdon Road.</b> Proposed rebuilding of garage including annex. Permission granted.</p> <p>16. <b>P19/V0985/FUL - Land North of Shrivenham, Highworth Road.</b> Variation of Condition 1 - minor changes to house types, layout and external rear access to a number of units. Permission granted.</p> <p>17. <b>P19/V1172/FUL - Defence Academy.</b> Proposed internal alterations and construction of 1 No. 250 sq.m single storey extension, together with associated new windows and external doors, external mechanical plant and car park white lining. Permission granted.</p> <p>18. <b>P19/V0157A – Land North of Shrivenham.</b> Amendments to application for Marketing Suite Fascia Sign and Flag advertisements. Permission granted.</p> <p>19. <b>S/OUT/19/0582 - Lotmead Site, Eastern Villages, Swindon.</b> Outline Planning Application (means of access off Wanborough Road not reserved) for demolition and/or conversion of existing buildings and redevelopment to provide up to 2,500 homes (Use Class C3); up to 1,780 sqm of community/retail uses (Use Class D1/D2/A1/A3/A4); up to 2,500 sqm of employment use (Use Class B1); sports hub; playing pitches; 2no. 2 Form entry primary schools; green infrastructure; indicative primary access road corridors to A420; improvements to Wanborough Road and associated works. Awaiting determination.</p> <p>20. <b>S/OUT/17/1990 – Great Stall East – Land South of A420, South Marston.</b> Amended application for outline permission for up to</p>	
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	<p>1700 houses, schools, a sports hub, green space, a park and ride and a local centre. Response due by 18<sup>th</sup> April. It was agreed to reiterate the original response. Awaiting determination.</p> <p><b>21. S/OUT/18/1943 - Inlands Farm, The Marsh Wanborough Swindon SN4 0AS.</b> A Hybrid Planning Application for a Science park and associated works to include full details of 33,507 sqm (GIA) of use Class B1c (light industrial), with associated access, parking, landscaping and drainage and an outline proposal for up to 32,281 sqm (GIA) of use Class B1b (research and development) and up to 16,400 sqm (GIA) of B1c (light industrial), with associated access, parking, landscaping and drainage (all matters reserved). Awaiting determination.</p> <p><b>PLANNING MATTERS – MAJOR DEVELOPMENTS</b> See minute reference 19/190 above.</p>	
<b>19/193</b>	<p><b>COMMUNITY SPEEDWATCH</b> No progress. Still awaiting confirmation of the equipment from the Police. Cllr Pearson asked if there was an approved list of locations from which Speedwatch can be operated. Cllr Bartle to walk the locations and show him. It was noted that minor roads have not been risk assessed.</p>	<b>RB/GP</b>
<b>19/194</b>	<p><b>NEIGHBOURHOOD PLAN UPDATE</b> The Neighbourhood Plan has been submitted to the Vale who are undertaking their own consultation. This will run until 1<sup>st</sup> October.</p>	
<b>19/195</b>	<p><b>S106/CIL FUNDING</b> CIL funding from Longcot Road will shortly be available. Cllr Hand proposed that the funds are paid to the Parish Council. Cllr Pearson seconded. RESOLVED.</p>	<b>CH</b>
<b>19/196</b>	<p><b>COMMUNITY ART PROJECT</b> No report.</p>	<b>C/f LJ</b>
<b>19/197</b>	<p><b>FORMATION OF ALLOTMENT ASSOCIATION</b> Cllr Lloyd proposed the establishment of a Shrivenham Allotments Association. It will require a committee, including a Chair. The advantages are:  <ul style="list-style-type: none"> <li>- More legal protection for plot holders</li> <li>- Public Liability cover for plot holders</li> <li>- Good discounts on seeds</li> <li>- Encourages community involvement.</li> </ul>                     The rents and site management will still be carried out by the office. A meeting with plot holders has been arranged for 29<sup>th</sup> September. The proposal was approved. Proposed Cllr Bartle, Seconded Cllr Hand. RESOLVED.</p>	
<b>19/198</b>	<p><b>REPORT ON ENVIRONMENTAL MATTERS</b> Project Heron on the Canal is in abeyance due to cash flow problems. A working party will continue work in the car park on a voluntary basis. Earth Trust may be taking over management of Tuckmill Meadows. Cllr Lloyd has been invited to a meeting on site. There has been no information regarding the proposed clothes bank at Martens Road car park in aid of Children's Air Ambulance. The Salvation Army have reported that they are increasing collections from the site due to the volume of donations.</p>	

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19/199	<b>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA.</b> None	
19/200	<b>DATE OF NEXT MEETING</b> Monday 7 <sup>th</sup> October at 7pm Cllr Pearson gave advance apologies for absence.	

The meeting closed at 8.45pm