

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

Present: Cllr Richard Bartle, Chair (RB), Cllr Chris Hand (CH), Cllr Julia Jones (JJ), Cllr Connor Farrelly (CF), Cllr David Pratt (DP), Cllr Bjorn Watson (BW), Cllr Liz Jenkins (LJ), Cllr Gerard Pearson (GP)

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance

District Councillors: Cllr Elaine Ware, Cllr Simon Howell

Public: 6 members of the public

20/157	APOLOGIES FOR ABSENCE Cllrs Day and Coffey sent their apologies.	Action:
20/158	DECLARATIONS OF INTEREST None.	
20/159	MINUTES OF THE MONTHLY MEETING AND CONFIDENTIAL SESSION HELD ON 1ST JUNE 2020 The minutes of the Parish Council meeting and Confidential Session held on 1 st June were approved. Proposed: Cllr Pratt, Seconded: Cllr Pearson. RESOLVED. The minutes were signed.	
20/160	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 20/138 (20/113 -20/78 - 20/50 - 20/28 - 20/04 - 19/248 - 19/225 - 19/204 - 19/182 - 19/159 - 19/145) – Road Surface on B4000. Cllr Constance agreed to contact OCC Highways again. b) 20/138 (20/113 - 20/78 - 20/50 - 20/28 - 20/04 - 19/264) – Bus Shelter by Allotments. Cllr Hand reported that OCC has confirmed the exact details for the bus shelter and work is expected to commence in the next few weeks. c) 20/138 (20/113 - 20/78 - 20/66) – School involvement with the local community. Cllr Jenkins reported that the school is working hard to get children back. Cllr Hand had offered the use of the Memorial Hall if required.	YC BW LJ
20/161	PUBLIC REPRESENTATION Shrivenham Allotment Gardens Association. Mr Lloyd stated that members of the public were present to hear the discussion on item 20a on the agenda and asked for permission to speak at that time, which the Chairman granted.	
20/162	COUNTY COUNCILLORS REPORT Cllr Constance had sent a written report which was circulated. Cllr Constance reported that a) the 1 st tranche of scheme for the active travel initiative had to be complete by the end of July. She had hoped to secure an extension of the 20MPH speed limit, but the evidence to support it is not available. Cllr Constance suggested that she might be able to fund this from the Councillor Priority fund. Most of the schemes to be implemented will be in urban areas. b) OCC now has confirmation of the Housing Infrastructure Funding for Didcot Garden Town.	

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

	<p>c) County and District Councils have overspent by approx. £100m due to the COVID-19 pandemic. OCC is £approx. £24m short. As well as increased spending, income streams have dried up. There may need to be reductions in service as a result.</p> <p>Cllr Bartle thanked Cllr Constance for all the work that has been carried out in Shrivenham; it has made a big difference. He noted that some areas had been left and it was not clear why. Cllr Constance suggested writing to OCC.</p> <p>Cllr Constance was thanked for attending.</p>	RB
20/163	<p>DISTRICT COUNCILLORS REPORT</p> <p>Cllrs Ware and Howell sent a written report which had been circulated. They also reported that</p> <ul style="list-style-type: none"> a) That our MP had written thanking all volunteers for their help during the lockdown. This is to be displayed on the notice board. b) All Vale meetings will be virtual for the foreseeable future. c) The climate advisory committee has taken a high profile and is now holding regular meetings. d) Civil Parking Enforcement has been paused. OCC has prepared a report for their Cabinet. The Vale report is due in October. e) Of the outstanding planning appeals, two have been allowed and one dismissed. f) The Neighbourhood Plan is still paused. g) The Secretary of State has asked for the South Oxfordshire Local Plan to be completed; this will be done by the end of the year. h) Most villages are not opening their play areas at the moment. i) Support is available for people who are having trouble paying their Council Tax. j) There have been problems with recycling; incorrect items are being placed in the recycling bins. k) Oxfordshire Open Though is a consultation launched by OCC seeking ideas for a better future. The consultation closes on 31st July. l) Vale Leisure Centres are still closed and there is currently no date for their re-opening. m) o written with an objection. <p>Cllrs Ware and Howell were thanked for attending.</p>	
20/164	<p>COMMUNITY RESILIENCE</p> <p>Cllr Hand reported that things are becoming quieter. The hard work put in by volunteers has been greatly appreciated. The VP register has been reduced as people no longer need support, although a couple of new referrals have recently been received. Street Co-Ordinators are to be asked if they are prepared to stay in the register in case of future issues. The emergency foodbank has now closed. It was a great success. Excess supplies have been handed over to Faringdon foodbank. As The News is coming back, no more news sheets will be produced.</p> <p>Cllr Bartle thanked Cllrs Hand and Jenkins for their work during the crisis; they have done a fantastic job. Cllr Constance noted that it was</p>	

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

	good to hear that the volunteers will continue. This could be one of the great legacies of the lockdown.	
20/165	<p>CLIMATE EMERGENCY ACTIONS</p> <p>Cllr Watson reported that the Sustainable Shrivenham Group had run a successful bric-a-brac event and had raised more than £360. They are planning another event at the end of August. Cllr Watson asked for the minutes of the Vale Climate Advisory Committee. Cllr Howell agreed to send these.</p>	BW SH
20/166	<p>LOCAL ELECTRICITY BILL</p> <p>Cllr Pearson reported that the bill had had its first reading in parliament and it was unopposed. It was agreed that the Parish Council should support the bill and write to the MP. It was noted that the bill does not specify the use of renewables, which Shrivenham is well placed for. The letter should request that the MP ensures the use of renewables. Cllrs Watson and Pearson to draft the letter.</p>	BW/GP
20/167	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Parish Council Meetings. There will be no Parish Council meeting in August. The Parish Council will continue to meet on Zoom from September, but this will be kept under review.</p> <p>a) Staff return to work. The office will be a sterile zone and will remain closed to the public. The Council staff can be contacted by phone and email. Councillors wishing to visit the office should only do so if absolutely necessary and should make an appointment.</p> <p>b) Councillor for the Environment. Cllr Day was asked to take this role, but he has not been able to take it up. Cllr Watson volunteered to take this on.</p> <p>c) Parish Jottings. Items for the Parish Jottings to be sent to Cllr Bartle as soon as possible.</p>	
20/168	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>Minutes of the O&F Working Group – The minutes of the O&F Working Group held on 30th June were not yet available. Cllr Bartle reported that everything that had been discussed was on the agenda for this meeting.</p>	
20/169	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) Road improvements. The speed bump on Faringdon Road is to be replaced by a cushion; this will reduce noise. Cllr Constance noted that the resident who lives close to the speed hump is delighted. OCC is also extending the 30mph limit on Highworth Road 70 metres up the road toward Highworth, beyond the new developments. Cllr Constance was pleased to see so much activity from OCC Highways in the village.</p>	
20/170	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>a) Report from the NAG meeting. Cllr Pearson attended the meeting last week and reported damage to footpath signs and fly tipping on the allotments. He also raised a complaint about the lack of progress on Speed Watch. Cllr Ware reported that she had written to Matthew Barber again suggesting that Parish Councils purchase TVP approved equipment. She agreed to remind him of this. Cllr Pearson requested</p>	EW

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

	<p>consideration be given to a means of reporting incidents within the village, for example an email address. To be discussed at the next O&FWG.</p> <p>b) Report of meeting with OCC Highways. Cllr Watson had attended a meeting with OCC Highways to discuss the installation of cycle racks. Racks will be installed in three places on the High Street - beside each bus stop and outside the One Stop. This will result in the loss of 2 parking bays. If funds allow there may be another cycle rack beside the bus stop at Station Road/Townsend Road.</p>	<p>Clerk (Agenda)</p>
<p>20/171</p>	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – May 2020 – The reports were presented and approved. They had previously been signed at the O&FWG. There was nothing to remark upon; general reserves are OK at the moment. Proposed: Cllr Farrelley, Seconded: Cllr Hand. RESOLVED.</p> <p>b) June Payments – Cllr Watson proposed ratifying the payments which had been approved at the O&FWG. Cllr Hand seconded. RESOLVED.</p> <p>c) Staff Cross Charging - Cllr Bartle reported that cross charging to VBT had been suspended for April and May. He proposed continuing the suspension until August. Proposed Cllr Bartle, Seconded Cllr Pearson. RESOLVED.</p>	
<p>20/172</p>	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P20/V1239/T56 – Station Yard, Station Road. Removal of existing 15m lattice tower with proposed replacement 15mm EE lattice tower and supporting equipment. There were no objections.</p> <p>b) P20/V1378/HH - 7 Catherine Close. Demolition of attached garage and erection of single storey side and rear extension. There were no objections.</p> <p>c) P20/V0746/HH & P20/0748/LB – Wisteria Cottage, 2 Claypits Lane. Demolition of existing lean-to and existing outbuilding. Widening of existing opening at first floor and creation of new opening at ground floor in north elevation. Installation of French doors to south elevation in place of existing opening. Installation of the three replacement windows to match existing. Provision of a new WC at ground floor and new bathroom at first floor. Construction of a one and a half storey addition with a glazed link and associated fenestration. Amended plans. It was noted that the roofing material had not changed. Recording the Parish Council response. Still Issues with roof. There was no change to the Parish Council response.</p> <p>d) P20/V1279/FUL - Land at Townsend Road. Redevelopment of the site to provide 10 new dwellings (a net gain of 9 units) and associated parking, gardens, access improvements and</p>	

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

	<p>landscaping, following the demolition of the existing workshops and bungalow. Cllr Bartle presented a draft response, with a proposal to object to the application on the grounds that there was no housing need and the application was inconsistent. It was agreed to submit the response. Proposed Cllr Hand, Seconded Cllr Jenkins. RESOLVED. Cllr Ware reported that the application will be called in if the case officer recommends approval.</p> <p>e) P20/V1324/RM - Wayside - Townsend Rd. Reserved Matters following outline planning permission P17/V0152/O - details of appearance, landscaping and scale. A planning committee meeting to be held to discuss this.</p> <p>f) P20/V1287/HH - 26 Sandhill. Demolition of conservatory and erection of single storey rear extension with minor internal alterations. There were no objections.</p> <p>g) P20/V1111/HH - 1 Martens Road. Single storey extensions to front and rear of property. There were no objections.</p> <p>h) P20/V1159/HH and P20/V1161/LB - 7 Longcot Road. Improvements and modernisation to the mid-terraced thatched cottage to include changing the rear entry door and removal of out of character uPVC window and doors. Specific works: 1. Remove uPVC entry door from extension ground floor bathroom and replace with stone/render wall to match remainder of the wall. Reinststate door into the kitchen with painted timber stable door. 2. Remove uPVC window from ground floor bedroom wall and replace with timber framed painted window. 3. Remove uPVC window from kitchen and replace with timber framed painted window. 4. Install two additional roof heritage Velux Windows in the ground floor bedroom to increase natural light in the room. 5. Remove central heating boiler and replace with efficient combi-boiler providing radiator heating and hot water. Replace and relocate radiators. 6. Electrical re-wire whole cottage and relocate circuit board into the kitchen from the sitting room. 7. Remove kitchen units, install electrical underfloor heating and replace kitchen units having relocated sink and hob. 8. Remove existing first floor bathroom fittings, create sliding door into the bedroom, block up existing</p>	JJ
--	--	----

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

	<p>door from stairwell and replace bathroom fittings. 9. Remove existing shower and install bathroom fittings and electrical underfloor heating in the ground floor bathroom. 10. Remove modern staircase, move one step to the left to increase headroom under the central oak beam and replace with traditional style staircase. 11. Decorate exterior and interior walls, doors and ceilings. 12. Remove concrete slab random paving to the front of the cottage and replace with a vintage style stable blocks path and create flower beds around the perimeter of the front garden. There were no objections.</p> <p>i) P19/V3216/FUL - Beckett Lodge. A public museum open to visitors, housing artefacts owned by the Armed Forces Chaplaincy Centre. The museum contains the following accommodation arranged over a single storey: Exhibition space, Reception and Entrance Area, AV suite, WC Facilities and Plant Room. The scheme also comprises an integrated hard and soft landscaping scheme with a footbridge crossing Bower Brook. Amended Plans. There were no objections.</p> <p>j) P20/V1238/LB - Beckett House. Demolition of main stone chimney which has been deemed structurally unsound. Rebuild of chimney to same detail with same stonework. Partial demolition of North facade (external rubble skin) as deemed structurally unsound. Rebuild in same stone. Recording the Parish Council response. There were no objections.</p> <p>PLANNING MATTERS – DECISIONS</p> <p>k) S/19/1891 – Symmetry Park Phase 6, Shrivenham Road, South Marston. Erection of storage or distribution building (use class B8), ancillary buildings, offices, landscaping, vehicular parking, bus depot, creation of 2no. passenger vehicle accesses and associated works. Awaiting determination.</p> <p>l) S/OUT/18/1943 – Inlands Farm, The Marsh, Wanborough. A Hybrid Planning Application for a Science Park and associated works. AMENDED PLANS. Awaiting determination.</p> <p>m) P20/V0746/HH & P20/0748/LB – Wisteria Cottage, 2 Claypits Lane. Demolition of existing lean-to and existing outbuilding. Widening of</p>	
--	---	--

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

	<p>existing opening at first floor and creation of new opening at ground floor in north elevation. Installation of French doors to south elevation in place of existing opening. Installation of the three replacement windows to match existing. Provision of a new WC at ground floor and new bathroom at first floor. Construction of a one and a half storey addition with a glazed link and associated fenestration. Awaiting determination.</p> <p>n) P20/V0780/FUL – Stallpits Farm. Erection of an agricultural grain store. Permission granted.</p> <p>o) S/OUT/17/1990 - Great Stall East - Land South Of The A420, South Marston. Outline planning application (with means of access to the A420 not reserved for up to 1,700 homes; education provision including a 10 form entry secondary school and a 3 form entry primary school with attendant sports pitches; a sports hub and open space; a park and ride; a local centre up to 1,000sqm including classes A1, A2, A3, A4, A5 and D1 uses; public open space/green infrastructure; new informal and formal recreation spaces and the formation of two new accesses from the A420. Amended plans. Additional information. Awaiting determination.</p> <p>p) P20/V0570/HH - 4 Stonefield Close. Proposed side and rear extension. Permission granted.</p> <p>PLANNING MATTERS – MAJOR DEVELOPMENTS L&G site, Highworth Road. It was noted that L&G are back at work.</p>	
20/173	<p>COMMUNITY SPEEDWATCH No progress.</p>	GP
20/174	<p>S106/CIL FUNDING Cllr Hand reported that the application for the tennis courts had been approved by the heads of service at the Vale. CIL funding has been spent on creating a new room at the Memorial Hall.</p>	BW
20/175	<p>COMMUNITY ART PROJECT Cllr Jenkins and Abi Brown have met with OCC Highways to consider the locations for the artwork. No issues were raised with any of those proposed. Abi Brown would like to begin a public consultation. Cllr Jenkins is considering how this could be carried out digitally.</p>	LJ

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 6th July 2020 at 7pm

20/176	REPORT ON ENVIRONMENTAL MATTERS a) Requests from the Shrivenham Allotment Gardens Association. A draft response to the request made at the June meeting had been circulated. The proposal was to agree to administer the scheme, but on the proviso that all plot holders agreed to join. SAGA will be responsible for obtaining their agreement. Mr Lloyd noted that there were two plot holders who were already members and one person who did not want to join the scheme. Cllr Pratt suggested Mr Lloyd establish why these people did not want to join the group scheme. b) Allotments Report. Cllr Jones reported that there were three available plots, but they could be split in half to make 6 smaller plots. All four gates were closed and the gates to the vehicle access were locked. There had been no problems recently. AL will spray the plots in the autumn. c) Water tank 'servicing'. Cllr Watson and Mr Lloyd had met to discuss the tanks. Some work is required. There has been no response from the engineering company. Cllr Watson to liaise with AL to see what can be done.	BW
20/177	ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA. Nothing.	
20/178	DATE OF NEXT MEETING Monday 7 th September at 7pm	

The meeting closed at 20.15