

SHRIVENHAM PARISH COUNCIL

Minutes of Annual and Monthly meetings held on Tuesday 3rd May 2022 at 7pm

In the Main Hall at the Memorial Hall

Present: Cllr Richard Bartle, Chair (RB), Cllr Julia Jones (JJ), Cllr Lucy Brown (LB), Cllr Bjorn Watson (BW), Cllr Bob Sheldon (RS)

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance (YC)

District Councillors: Cllr Elaine Ware (EW), Cllr Simon Howell (SH)

Public: None

	ANNUAL MEETING (AGM)	
22/84	APPOINTMENT OF PARISH COUNCIL CHAIRMAN Cllr Watson proposed Cllr Bartle. Cllr Jones seconded. RESOLVED. Cllr Bartle signed the Declaration of Acceptance of Office of Chair.	
22/85	APPOINTMENT OF VICE-CHAIR OF THE PARISH COUNCIL Cllr Bartle proposed Cllr Pratt. Cllr Watson seconded. RESOLVED.	
22/86	APPOINTMENT OF MEMBERS OF THE ORGANISATION AND FINANCE COMMITTEE Cllrs Bartle, Watson, Pratt, Jones and Pearson were appointed. One vacancy remained.	
22/87	APPOINTMENT OF MEMBERS OF THE PERSONNEL COMMITTEE Cllrs Bartle, Watson, Pratt, and Jones were appointed.	
22/88	APPOINTMENT OF MEMBERS OF THE DISCIPLINARY AND GRIEVANCE COMMITTEE Cllrs Bartle, Watson, Pratt, and Jones were appointed.	
22/89	APPOINTMENT OF MEMBERS OF THE PLANNING COMMITTEE Cllrs Jones, Watson, Bartle, Pratt, Taylor and Jenkins were appointed.	
22/90	APPOINTMENT OF THE CHAIRMAN OF THE COUNCIL AS MEMBER WITH SPECIAL RESPONSIBILITY FOR FINANCE. Proposed Cllr Watson, Seconded Cllr Jones. RESOLVED.	
22/91	APPOINTMENT OF A MEMBER WITH SPECIAL RESPONSIBILITY FOR THE ENVIRONMENT. Cllr Bartle proposed Cllr Watson. Cllr Jones seconded. RESOLVED. It was noted that Cllr Farrelly had expressed an interest in becoming involved with the Environment.	
22/92	APPOINTMENT OF A MEMBER WITH SPECIAL RESPONSIBILITY FOR PUBLIC TRANSPORT. This was unresolved and carried forward to the next meeting.	C/F
22/93	DEFIBRILLATOR GUARDIAN Mr Lloyd had confirmed that we would continue in his role a Defibrillator Guardian.	
22/94	RESPONSIBILITY FOR EMERGENCY PLANNING It was proposed that the Hall Manager continue to take responsibility for Emergency Planning. Proposed Cllr Bartle, Seconded Cllr Sheldon. RESOLVED.	
22/95	APPOINTMENT OF A MEMBER WITH RESPONSIBILITY FOR SPEEDWATCH AND THE NEIGHBOURHOOD ACTION GROUP	

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	Cllr Jones proposed Cllr Pearson. Cllr Bartle seconded. RESOLVED.	
22/96	APPOINTMENT OF A MEMBER WITH SPECIAL RESPONSIBILITY FOR THE ALLOTMENTS Cllr Bartle proposed Cllr Sheldon. Cllr Jones seconded. RESOLVED.	
22/97	APPOINTMENT OF A MEMBER WITH SPECIAL RESPONSIBILITY FOR CLIMATE EMERGENCY. Cllr Bartle proposed Cllr Watson. Cllr Sheldon seconded. RESOLVED. It was noted that Cllr Farrelly had expressed an interest in becoming involved with Climate Emergency.	
22/98	APPOINTMENT OF A MEMBER WITH SPECIAL RESPONSIBILITY FOR BUSINESS LIAISON Cllr Bartle proposed Cllr Farrelly. Cllr Watson seconded. RESOLVED.	
22/99	APPOINTMENT OF A MEMBER WITH SPECIAL RESPONSIBILITY FOR SCHOOL LIAISON Cllr Bartle proposed Cllr Taylor. Cllr Jones seconded. RESOLVED.	
22/100	APPOINTMENT OF A MEMBER WITH SPECIAL RESPONSIBILITY FOR SOCIAL MEDIA Cllr Bartle proposed Cllr Jenkins. Cllr Jones seconded. RESOLVED.	
22/101	GENERAL POWER OF COMPETENCE Clerk to clarify the rules in light of conflicting information.	Clerk
22/102	COUNCIL MEETING DATES FOR NEXT 12 MONTHS It was agreed to meet on the first Monday of every month except when that was a Bank Holiday. There would be no meeting in August. The dates agreed were: 2022 - Monday 6 th June, Monday 4 th July, Monday 5 th September, Monday 3 rd October, Monday 7 th November, Monday 5 th December 2023 - Tuesday 3 rd January, Monday 6 th February, Monday 6 th March, Monday 3 rd April. The date of the May meeting to be confirmed.	
22/103	APOLOGIES FOR ABSENCE Cllr Stuart Coffey, Cllr Liz Jenkins, Cllr David Pratt, Cllr Connor Farrelly, Cllr Gerard Pearson and Cllr Chris Taylor sent their apologies.	
22/104	DECLARATIONS OF INTEREST None.	
22/105	MINUTES OF THE MEETING HELD ON 4th APRIL 2022 The minutes of the Parish Council meeting held on 4 th April 2022 were approved. Proposed Cllr Watson, Seconded Cllr Sheldon. RESOLVED. The minutes were signed.	
22/106	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 22/61 (22/36 - 22/09 - 21/228 - 21/208 - 21/175 - 21/151 - 21/126 - 21/80 - 21/54 - 21/29 - 21/05) - Speed bumps and streetlights on Townsend Road. Cllr Constance reported that there had been no progress. It was agreed to close this matter and re-open it when there had been some progress,	CLOSED
22/107	PUBLIC REPRESENTATION Cllr Bartle reported that a member of the public had left a message with him. The member of the public was concerned about the footpaths from Cross Trees Park, as there had been a lot of people using it. Cllr Bartle had pointed out to the member of the public that it was a public right of way.	
22/108	COUNTY COUNCILLORS REPORT	

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	<p>Cllr Constance reported that there were 70 locations in phase 1 of the 20mph scheme, which she hoped would be completed in the current financial year. She had nothing else to report since the Annual Assembly on 27th April.</p> <p>Cllr Constance was thanked for attending.</p>	
22/109	<p>DISTRICT COUNCILLORS REPORT</p> <p>Cllr Ware reported that she had attended a Community Meeting at Ashbury of the Ukrainian Refugee situation. She had put the organisers in touch with similar organisations in other villages.</p> <p>Cllr Howell reported that he had stepped down as leader of the opposition. The post was to be taken up by Cllr Nathan Boyd. Cllr Howell was now deputy leader.</p> <p>Cllr Bartle reported on refugees who had been welcomed into the local community.</p> <p>Cllrs Ware and Howell was thanked or attending.</p>	
22/110	<p>CLIMATE EMERGENCY ACTIONS</p> <p>Cllr Watson reported that the Sustainable Hub was progressing. A planning application for change of use had been submitted to the Vale. It was hoped that the Hub would open in early July.</p>	BW
22/111	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Defibrillator Grant. Mr Lloyd had provided details of a grant available toward the cost of a defibrillator and urged the Parish Council to purchase another one. It was agreed to discuss the matter with Cala before committing to a purchase. Clerk to inform Mr Lloyd.</p> <p>b) Meeting with Cllr Enright. A meeting had been arranged for 11th May to discuss access to the new school. Cllr Bartle was to discuss the need for a crossing on Highworth Road.</p>	<p>Clerk</p> <p>RB</p>
22/112	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>a) Minutes of the O&F Committee – The minutes of the O&F Committee held on 26th April had been circulated. Cllr Bartle reported that most of the items discussed were on the agenda for the current meeting. Those which were not were:</p> <p>i. Mobile SID. This was discussed but there are no funds available at the moment. Cllr Constance suggested that she may have some funding available later in the year.</p>	
22/113	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) The new school. Two residents had emailed raising concerns about access to the new school. Cllr Bartle agreed to write to them explaining what action was being taken.</p> <p>b) Pump Structure. A resident had written informing the Council that slates were missing from the pumphouse roof. It had been agreed at the O&F meeting that this should be repaired.</p>	RB
22/114	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>None</p>	
22/115	FINANCIAL MATTERS	

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	<ul style="list-style-type: none"> a) Finance Reports – March 2022. The reports were presented and approved. No issues had been raised. Proposed: Cllr Brown, Seconded: Cllr Sheldon. RESOLVED. b) April Payments – The payments were approved. Proposed Cllr Brown, Seconded Cllr Sheldon. RESOLVED. c) Internal Audit Report. The report had been circulated and was reviewed. No issues were raised by the auditor or the Council. The report was accepted. Proposed Cllr Sheldon, Seconded Cllr Brown. RESOLVED. d) Annual Governance Statement of 2021/22. The statement had been circulated and reviewed. It was approved. Proposed Cllr Brown, Seconded Cllr Sheldon. RESOLVED. The statement was signed by the Chairman. e) Annual Accounting Statement. The statement had been circulated and reviewed. It was approved. Proposed Cllr Brown, Seconded Cllr Watson. RESOLVED. The statement was signed by the Chairman. 	
22/116	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <ul style="list-style-type: none"> a) P22/V0808/FUL - Wayside, Townsend Road. Proposed erection of a new care home (C2 Use Class) & repositioned vehicular access from Townsend Road. Response due by 7th May. The Planning committee recommended an objection on the grounds of over development, an inadequate transport plan and issues with local medical services. Cllr Watson had attended the consultation and agreed that the application was over development and that the travel plans were poor. However, he felt that a care home was needed in the village and felt that the Parish Council should be more nuanced in its concerns. Cllr Bartle pointed out that the Neighbourhood Plan had identified a need for sheltered accommodation and suggested the Parish Council would support to a small development of this nature. Cllr Howell felt that there was a need to clarify the needs of the village and he thought that the location was wrong for a care home. The application had been called to the Vale Planning Committee. It was agreed that the Parish Council would object. P JJ, S RB RESOLVED. Cllr Bartle to develop a response. b) P22/V0854/HH - 11 Berens Road. Proposed ground floor extension and two storey side extension. Response due by 14th May. The Planning Committee recommended a response of No Objections. Cllr Jones felt that it was over development of the plot. It was suggested that the application and the site were revisited, comparing it with other sites in the area. This was agreed and Councillors were requested to offer their views by email. <u>Afternote:</u> Following the review it was agreed to submit a response of No Objection. c) P22/V0990/HH - The Cottage, Station Road. Replace conservatory utility with single storey rear extension. Response due by 19th May. There were no objections. d) P22/V0956/AG - The Smelting Yard, Station Road. Proposed agricultural grain store. For information only. e) P22/V0961/LDP - 19 Cleycourt Road. Demolition of 	<p style="text-align: center;">RB</p> <p style="text-align: center;">All Councillors</p>

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	conservatory. Erection of single storey rear extension. For information only.	
22/117	<p>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA</p> <p>a) P22/V1000/LB & P22/V1001/HH - 4 Faringdon Road. Alteration and refurbishment to the existing house, demolition of existing outbuilding, erection of new outbuilding and external works. Response due by 22nd May. It was noted that the house was a Grade II listed building. Councillors were asked to review and respond to Cllr Jones by email. <u>Afternote:</u> There were no objections.</p>	
22/118	<p>PLANNING MATTERS - DECISIONS</p> <p>a) P22/V0532/LDP - 25 Stainswick Lane. Second floor extension over existing footprint of house. Awaiting determination.</p> <p>b) R3.0025/22 (OCC) & P22/V0712/CC (VWHDC) - Land east of Highworth Road. Construction of a new 1.5FE primary school with 75-place nursery (Use Class F1) alongside hard and soft landscaping, external play areas, two sports pitches and netball court, external landscaping, external play areas, two sports pitches and netball court, external lighting and boundary treatment. Awaiting determination.</p> <p>c) P22/V0531/HH - April Cottage, 39 Stallpits Road. Rear and side extensions, and loft conversion with raised roof. Awaiting determination.</p> <p>d) P22/V0653/HH - 42 High Street. Removal of existing single storey summerhouse at rear of garden, rebuild with new to similar size. Awaiting determination.</p> <p>e) P22/V0383/HH - 10 Catherine Close. Demolition of conservatory and erection of single storey side and rear extension and some internal alterations. Awaiting determination.</p> <p>f) Acorn House, 17A Highworth Road. Permitted development. Single storey rear extension. Granted.</p> <p>g) 38 Fairthorne Way. Rear extensions, alterations and installation of solar panels. Granted.</p> <p>h) P21/V2808/O - Land off Townsend Road. Outline planning application for the erection of up to 100 dwellings (including 35% affordable housing) with public open space, landscaping and sustainable drainage system (SuDS) and a vehicular access point. All matters reserved. Amendment reducing the number of units to 90. Refused.</p> <p>i) P21/V0773/RM - Land North of Highworth Road. Reserved Matters following Outline Permission (P15/V2541/O) for appearance, landscaping, layout and scale for a development of 275 dwellings along with associated public open space and other associated highways works. Additional drainage information received 11th October. Awaiting determination.</p> <p>j) P21/V2264/FUL - Land at Townsend Road. Demolition of existing structures and construction of Entry Level Exception</p>	

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	<p>Site comprising 26 no. one, two and three bedroom affordable dwellings, vehicular and pedestrian accesses, internal access road, resident and visitor parking, pumping station, landscaping and public open space, boundary treatment and associated works. Awaiting determination. EW noted that an appeal had been submitted on the grounds on non-determination.</p> <p>k) P21/V1217/RM - Land at Highworth Road. Reserved Matters following Outline Permission (P15/V2541/O) for appearance, layout and scale for the development of a retail unit up to 400 sqm and associated highways works. Awaiting determination.</p> <p>l) P21/V1220/RM - Land North of Highworth Road. Reserved Matters following Outline Permission (P15/V2541/O) for appearance, landscaping, layout and scale for a development of 151 dwellings and other associated highways works.</p>	
22/119	<p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>a) Cala site, Highworth Road. No report from Cala. A meeting had been scheduled for the beginning of May.</p>	
22/120	<p>SCHOOL LIAISON</p> <p>No report. Cllr Taylor was attending a School Governors meeting this evening.</p>	CT/LJ
22/121	<p>COMMUNITY SPEEDWATCH</p> <p>Cllr Pearson had sent a written report which was read out: Cllr Pearson had spoken to Lee Turnham, the TVP admin controller. He had been surprised when informed that there would be no active Police training prior to Speedwatch volunteers taking to the streets. Reporting was to be done online through the Speedwatch site. A remote meeting had been arranged for 4th May for a demonstration of the reporting system. Cllr Pearson to pass the information on to Neil Platten. Cllr Pearson wanted to know why Shrivenham did not get the hands-on training that other Oxfordshire districts received. He was trying to get an answer to that question.</p> <p>Cllr Constance felt that the lack of training was due to the fact that the whole scheme was being run from one office and it was a lot to manage. She did, however, feel that it was all running well despite this. Cllr Ware reported that all the training was done online at Coleshill and the scheme was working well there.</p>	GP/RB
22/122	<p>S106/CIL FUNDING</p> <p>The funding agreement for the MUGA had been received and reviewed. It was proposed that the agreement was accepted and signed. It was further proposed that the Parish Council accept the S106 funds. Proposed Cllr Watson, Seconded Cllr Bartle. RESOLVED. The Funding Agreement was signed.</p>	BW/Clerk
22/123	<p>COMMUNITY ART PROJECT</p> <p>The installation was due on 17th May. Cllr Jenkins was to meet with the artist on site. Cllr Brown suggested putting something in the news about the installation along with a map of the site locations.</p>	LJ/Clerk
22/124	<p>ALLOTMENTS REPORT</p> <p>Cllr Sheldon reported that a plot inspection had been carried out although he was having issues downloading the data into Rialtas. There were several plots that needed work. Cllr Sheldon to discuss</p>	RS/JJ

