

SHRIVENHAM PARISH COUNCIL

Minutes of Monthly meeting held on Monday 5th September 2022 at 7pm

In the Sports Pavilion

Present: Cllr Richard Bartle, Chair (RB), Cllr Bjorn Watson (BW), Cllr David Pratt (DP), Cllr Connor Farrelly (CF), Cllr Julia Jones (JJ), Cllr Lucy Brown (LB), Cllr Bob Sheldon (RS), Cllr Stu Coffey (SC)

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance (YC)

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

Public:

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| 22/158 | APOLOGIES FOR ABSENCE Cllr Liz Jenkins and Cllr Chris Taylor sent their apologies. | |
| 22/159 | DECLARATIONS OF INTEREST None. | |
| 22/160 | MINUTES OF THE MEETING HELD ON 6th JUNE 2022 The minutes of the Parish Council meeting held on 6 th June 2022 were approved. Proposed Cllr Brown, Seconded Cllr Sheldon. RESOLVED. The minutes were signed. | |
| 22/161 | MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 22/92 – Appointment of a member with special responsibility for transport. Cllr Coffey was appointed as Parish Transport Representative. b) Amendments to Community Art installations. £300 was approved to enable the letter S to be picked out in silver on all the installations. Proposed Cllr Bartle, Seconded Cllr Sheldon. RESOLVED. | CLOSED |
| 22/162 | PUBLIC REPRESENTATION No members of the public. | |
| 22/163 | COUNTY COUNCILLORS REPORT Cllr Constance had sent a written report which had been circulated/ At the meeting she reported that a) the new roundabout on the A420 was progressing well. b) There would be a crossing on Highworth Road. c) The consultation on Oxford travel opened yesterday. Cllr Bartle raised the issue on signage on the new roundabout which indicated that it would be a through route to Lambourn. This was not what the Parish Council had agreed with OCC Highways. Cllr Constance agreed to take this up with the officer concerned. Cllr Pearson had sent in a written question about road repairs on the B4000. Cllr Constance reported that there had been issues with the delivery of highways projects due to staffing problems. Repairs to the B4000 would not be a priority due to the current backlog. She also noted that there had been a 20% increase in the cost of materials for road repairs. Cllr Bartle asked why the procedure for road repairs was so inefficient and Cllr Constance agreed to ask why. She urged the Parish Council to find someone willing to be trained as a Fix My Street superuser. Cllr Constance was thanked for attending. | YC |

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| 22/164 | <p>DISTRICT COUNCILLORS REPORT Cllrs Ware and Howell had sent a written report which had been circulated. At the meeting Cllr Ware reported that</p> <ul style="list-style-type: none"> a) She was disappointed that the delivery of the new school had been delayed again. She hoped that there would be no further delays. b) A meeting with Cala homes had been held in August. The pathway to the Recreation Ground had been discussed. Cllr Ware had written to Cala about the Community Pledge, as recommended at the meeting, but had received no response. She was disappointed with this and agreed to chase. c) She had written to express an interest in the Civil Parking Enforcement scheme only to be told that it had been operational in the village since November 2021. The inspector had attended 186 times but no penalty notices had been issued. She had written to complain about the lack of correspondence on this matter. Cllr Bartle felt that residents ought to be informed and agreed to put something in The News. Cllr Ware to send him some information. She also suggested inviting the officer to the village and agreed to do so, <p>Cllr Howell reported that the Vale of White Horse District Council and South Oxfordshire District Council would be moving back to Abbey House in Abingdon. All future meetings would be held at Abbey House except for full council meetings which would be held at The Beacon. There would be no more online meetings. Cllrs Ware and Howell were thanked for attending.</p> | <p style="text-align: center;">EW</p> <p style="text-align: center;">EW</p> |
| 22/165 | <p>CLIMATE EMERGENCY ACTIONS Cllr Watson reported that Sustainable Shrivenham were still waiting for a response to their application to become a charity. They were unable to sign the lease with the Coop until this had been completed. Because of the rising fuel costs Sustainable Shrivenham were discussing ways in which people could be supported over the winter.</p> | <p style="text-align: center;">BW</p> |
| 22/166 | <p>UKRAINE REFUGEE SUPPORT It had been agreed that donations would no longer be collected at the Memorial Hall. The Shrivenham group was to amalgamate with the group in Faringdon. Over the wider area there were 50 families being supported and a day out for them was held last Saturday.</p> | |
| 22/167 | <p>CHAIRMAN'S ANNOUNCEMENTS.</p> <ul style="list-style-type: none"> a) Village Dinner 2023. Cllr Bartle asked whether this should go ahead. He explained that it could be difficult to find a caterer that could provide a meal at a reasonable cost. He proposed that enquiries be made of caterers to establish what the costs would be and also to ask those who were normally invited whether they would be interested in attending. He also suggested that consideration be given to a 'bring your own drinks' scheme in order to help keep costs down. Cllr Pratt suggested that a date be agreed. Cllr Howell suggested holding the event in the spring instead of the winter. Other ideas were having a buffet instead of a served meal and using volunteers to produce the food. Cllr Watson felt that there was merit in a low cost approach. It was agreed to proceed in | <p style="text-align: center;">Clerk</p> |

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| | <p>principle with a date in April or early May. Clerk to contact caterers in the first instance.</p> <p>b) New Councillors Code of Conduct. The new code of conduct, which had been adopted by the Vale, had been circulated. It was agreed to adopt it. Proposed Cllr Bartle, Seconded Cllr Sheldon. RESOLVED. Councillors were asked to complete the new Register of Interest forms which had been circulated.</p> <p>c) Civility and Respect pledge. Details had been circulated and Cllr Bartle explained and gave some history of past issues in the Parish Council. It was agreed to adopt the pledge. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p> | <p>All Councillors</p> |
| <p>22/168</p> | <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 30th August were not yet available. Cllr Bartle reported that everything that had been discussed was on the agenda for this meeting.</p> <p>b) Planning Committee meeting on 18th August. Cllr Jones reported that three applications had been discussed and there were no objections on any of them. She requested that the decisions were ratified. Proposed Cllr Coffey, Seconded Cllr Sheldon. RESOLVED.</p> | |
| <p>22/169</p> | <p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) Correspondence regarding tree planning. Cllr Bartle reported that the item in The News had caused confusion among some residents. A meeting had been held last week which had become quite heated. Cllr Bartle had received a number of emails and letters about this matter. Cllr Watson had also received correspondence and agreed that the wrong impression had been given to residents. He explained that the Parish Council had only agreed to support the project if it had the support of residents. He pointed out that trees would only be planted where residents agreed to it. He emphasised that this was not a Parish Council matter but rather an OCC initiative. Cllr Ware pointed out that residents did not know who to contact in OCC which is why they had contacted the Parish Council. Discussion followed whether leaflets had been distributed and on how residents would be explicitly asked for their support.</p> <p>b) Defibrillator spares. The defibrillator guardian had requested spare sets of pads for the village defibrillators against the advice of the supplier. The defibrillator guardian was of the impression that spare pads had a long lead time, whereas the supplier had indicated that they had a 24hr turnaround. Cllr Howell noted that if spare pads were to be purchased they should not be kept at the guardian's house. A policy decision was required as to whether a spare set should be held. Cllr Coffey proposed not keeping a spare set. Cllr Brown seconded. Agreed unanimously. RESOLVED. Cllr Brown raised the matter of registration on The Circuit. Clerk to investigate.</p> | <p>Clerk</p> |

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| | <p>c) Warm Spaces Initiative. Cllr Bartle had received a letter asking the Parish Council to consider this. He reported that he was considering the use of a small room at the Memorial Hall. He was to discuss with the Vicar. Cllr Bartle felt that volunteer support would be required to provide hot drinks etc. Cllr Coffey felt that the Sports Pavilion might be the best space, but it would depend on numbers. It was generally felt that the street coordinator network should be revived to assist with the initiative. Cllr Bartle to formally request the list. Cllr Brown had received correspondence suggesting the provision of blankets. Christmas boxes etc. Cllr Bartle agreed to respond to the correspondent and Cllr Brown agreed to assist Cllr Bartle in developing the scheme. Cllr Howell reported that the Vale were considering a similar scheme. He felt that the situation over the winter could be as bad as Covid. Cllr Howell reported that there were battery pack emergency solutions available for use in the event of power cuts. Clerk to request details.</p> <p>d) Request for dropped kerb across Claypits Lane. Cllr Pratt fully supported the request. The Clerk had written to OCC Highways but had not yet received a response. Cllr Bartle suggested reporting it on Fix My Street.</p> <p>e) Missing waste bin on Stainswick Lane. The Clerk had written to the waste team about this and was awaiting a response. Cllr Watson felt that the Parish Council should consider replacing the bin but it was agreed to wait for a response before making a decision.</p> <p>f) Vale deep clean. Areas suggested were Stainswick Lane, Church Walk, Station Road (west side), Youghal Close, by the trees.</p> <p>g) Winter salt requirements. No salt was required this year.</p> <p>h) Oxfordshire Transport consultation. It was noted that this mostly affected Oxford. Cllr Bartle was concerned that the proposed traffic filtration system would mean that one would not be able to drive into Oxford. He was also concerned about the pay to park at work proposals. Cllr Howell felt that the proposals would deter people from using Oxford's facilities in the evening. Councillors were asked to review the consultation and respond with their views. The consultation was to close on 3rd October.</p> <p>i) Notice on Stainswick Lane. Residents had expressed concern about a notice appearing on Glebe land. It was noted that this referred to rights of way; the landowner would not allow the registration of any new rights of way across the land, nor would they permit the land to be registered as village green. It was agreed not to take any action on this matter.</p> | <p>RB/LB</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>All Councillors</p> |
| 22/170 | <p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>None</p> | |
| 22/171 | <p>FINANCIAL MATTERS</p> <p>a) Finance Reports – July 2022. The reports were presented and approved. They had been reviewed at the O&F and no issues had been raised. Proposed: Cllr Bartle, Seconded: Cllr Sheldon. RESOLVED.</p> | |

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| | <p>b) July and August Payments – The payments had been reviewed at the O&F and were approved. Proposed Cllr Jones, Seconded Cllr Sheldon. RESOLVED.</p> <p>c) Appointment of Internal Auditor. The O&F Committee recommended the re-appointment of Lightatouch for the financial year 2022/23. This was agreed. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.</p> <p>d) Acceptance of CIL Funds. It was agreed that CIL funds should be paid to the Parish Council. Proposed Cllr Coffey, Seconded Cllr Sheldon. RESOLVED.</p> <p>e) Request for donation from MyVision Oxfordshire (formerly Oxfordshire Association for the Blind. The charity had supported a number of people from the village in the last two years. A donation of £50 was approved. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p> | |
| 22/172 | <p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P22/V0804/FUL – 1 Manor Close. Erection of a conservatory 4.2m x 3.2m on the side of the dwelling to be used along with two rooms closest to it for childminding. Amended plans. The amendments were related to a tree survey and traffic information. There were no objections. Proposed Cllr Sheldon, Seconded Cllr Bartle. RESOLVED.</p> | |
| 22/173 | <p>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA</p> <p>None.</p> | |
| 22/174 | <p>PLANNING MATTERS – DECISIONS</p> <p>a) P22/V1375/HH – 25 Charlbury Road. Demolition of existing garage. Erection of single storey side extension and amendments to front porch. Permission granted.</p> <p>b) P22/V0531/HH – April Cottage, 39 Stallpits Road. Amended red line plan, and additional parking and arboricultural information, submitted on 13th June 2022. Permission granted.</p> <p>c) P22/V1547/HH – 19 Cleycourt Road. Demolition of conservatory and replacement with new single storey rear extension. Permission granted.</p> <p>d) P21/V0460/FUL – 18 Sandhill. Amended plans. Permission granted.</p> <p>e) Appeal Reference APP/V3120/W/22/3297610 – Land to the North East of Faringdon Road. Written representations to be submitted by 28th July.</p> <p>f) P22/V1310/PDS - 25 Stainswick Lane. Second floor extension over existing footprint of house. Not permitted development.</p> <p>g) P22/V1056/HH - 1 Fairthorne Way. Single storey rear extension. Permission granted.</p> <p>h) P22/V1112/FUL - The Crown Public House, 11 High Street. First floor rear extension to a Public House.</p> | |

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| | <p>Conversion of the Public House to form a pair of semi-detached two storey dwellings. Withdrawn.</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 information received 13th May. Awaiting determination.</p> <p>j) P22/V1234/HH – 13 Chapelwick Close. Single storey extension to provide one bedroom annex. Permission Granted.</p> <p>k) 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. Permission Granted.</p> <p>l) Appeal Reference APP/V3120/W/22/3295297-P21/V2264/FUL - Land at Townsend Road. Demolition of existing structures and construction of Entry Level Exception 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.</p> <p>m) 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>n) 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> | |
| 22/175 | <p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>a) Cala site, Highworth Road. Cllr Ware had been in touch with the case officer. They are awaiting further amendments to the planning applications. No date for determination was available. Cllr Watson noted that the next meeting with Cala was in October.</p> | |
| 22/176 | <p>SCHOOL LIAISON No update available.</p> | CT/LJ |
| 22/177 | <p>COMMUNITY SPEEDWATCH No update available.</p> | GP |
| 22/178 | <p>S106/CIL FUNDING</p> | BW/Clerk |

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| | Cllr Watson reported that all the money for the Sports Pavilion had been received, as had the funds for the MUGA. There is still more funding available for further MUGA projects and a penalty shoot out area was being considered. | |
| 22/179 | <p>ALLOTMENTS REPORT</p> <p>Cllr Sheldon reported that he was trying to confirm whether there was a plot for chickens available. He was awaiting a response from a plot holder. The allotments were in good condition and nearly all of the problem plots had been tidied up. The skip that had been recently provided had been heavily used. Cllr Sheldon to put an advert for the Allotments in The News. Cllr Sheldon asked whether both gates needed to be retained on the eastern end of Townsend Road. Clerk to ask BGG whether removing one would cause them a problem.</p> | <p>RS</p> <p>Clerk</p> |
| 22/180 | <p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>a) Tuckmill Meadows SSSI. Cllr Pratt had sent copied of correspondence with the vale. He felt it was clear that this was not being given sufficient priority. He asked the District Councillors to note this. Cllr Bartle agreed to send a letter to the Vale.</p> <p>b) Waste Bin for Coppidthorne Meadow and Canal Park. The Deputy Clerk to check whether there were funds available. Clerk to work our personnel costs.</p> <p>c) Tree Planting in verges. The trees in Coppidthorne were being strangled by the plastic tree guards. These needed to be replaced this winter. Cllr Watson to identify the type required and the cost. Proposal to be bought to the next meeting.</p> <p>d) Stocks Island. Nothing to report.</p> | <p>RB</p> <p>LF/Clerk</p> <p>BW</p> |
| 22/181 | <p>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA.</p> <p>a) Wild flowers in the verges</p> <p>b) Charity Bins</p> | Clerk (agenda) |
| 22/182 | <p>DATE OF NEXT MEETING</p> <p>Tuesday 11th October at 7pm in the Burroughs Room at the Sports Pavilion.</p> | |

The meeting closed at 20.59