

## SHRIVENHAM PARISH COUNCIL

### Minutes of Monthly meeting held on Monday 6<sup>th</sup> February 2023 at 7pm

#### In the Sports Pavilion

**Present:** Cllr Richard Bartle, Chair (RB), Cllr Julia Jones (JJ), Cllr Chris Taylor (CP), Cllr Bjorn Watson (BW), Cllr Bob Sheldon (RS), Cllr Stuart Coffey (SC), Cllr Lucy Brown (LB)

**In Attendance:** Julia Evans, Lyn Frape

**County Councillor:** Cllr Yvonne Constance (YC)

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

**Public:** 1 member of the public

23/08	<b>APOLOGIES FOR ABSENCE</b> Cllrs Pearson, Farrelly and Pratt sent their apologies.	
23/09	<b>DECLARATIONS OF INTEREST</b> None.	
23/10	<b>MINUTES OF THE MEETINGS HELD ON 5<sup>th</sup> DECEMBER 2022 AND 10<sup>th</sup> JANUARY 2023</b> The minutes of the Parish Council meetings held on 5 <sup>th</sup> December 2022 and 10 <sup>th</sup> January 2023 were approved. Proposed Cllr Watson, Seconded Cllr Sheldon. <b>RESOLVED.</b> The minutes were signed.	
23/11	<p><b>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA</b></p> <p>a) <b>22/240 (22/214 - 22/188 - 22/167) - Village Dinner 2023.</b> The Deputy Clerk reported on the cost of a hog roast. It was suggested that there should also be music at the event. Cllr Watson had identified a band. It was suggested that the event be held on 17<sup>th</sup> or 24<sup>th</sup> June. Proposed Cllr Watson, Seconded Cllr Taylor. Deputy Clerk to book the hog roast. A working party to be formed to take this forward.</p> <p>b) <b>22/240 (22/214 - 22/188 - 22/169) Warm Spaces initiative.</b> Cllr Bartle reported that no one had attended the sessions and it had been decided to close. The items that had been donated had been passed to the Sustainable Hub.</p> <p>c) <b>22/240 (22/214- 22/196) – Sewage overflow from Shrivenham Sewage works.</b> Cllr Watson reported that hundreds of hours of sewage had been released into Tuckmill Brook in 2021. A visit had been arranged by WASP (Windrush against sewage pollution). Cllrs Bartle and Watson would be visiting the sewage works on 28<sup>th</sup> February. Cllr Bartle had written to Thames Water about this but their response was not at all helpful as they did not recognise the problem.</p> <p>d) <b>22/214 (22/196) – Traffic on Faringdon Road</b> – Cllr Bartle had written to the Defence Academy about the increase in traffic and had asked if their staff could come in from the Watchfield direction. The Commandant had replied saying that it was a perennial problem. Cllr Taylor reported that the issue had also been raised at the community liaison meeting.</p>	<p>LF</p> <p>CLOSED</p> <p>BW</p> <p>CLOSED</p>

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23/12	<p><b>PUBLIC REPRESENTATION</b></p> <p>Nothing raised.</p> <p>The member of the public was thanked for attending.</p>	
23/13	<p><b>COUNTY COUNCILLORS REPORT</b></p> <p>Cllr Constance had a written report which had been circulated. At the meeting she reported that</p> <ol style="list-style-type: none"> <li>a) The 20mph scheme was being rolled out.</li> <li>b) The sewage overflow complaint had been raised at the OCC meeting in December. There had been over 5000 outages into Oxfordshire rivers in 2021. BW agreed to send her the figures for Shrivenham. Cllr Constance felt that it was important to get this information into the public domain. Cllr Watson noted that we have been consistently informed that the sewage system could cope with the level of new development, but this did not seem to be the case. Cllr Constance stated that OCC would be taking this up with the planning authority to insist upon a proper assessment of sewage capacity before planning permission was granted. Cllr Constance felt that the civil penalty was currently too low, and Thames Water would rather pay this than fix the problem.</li> <li>c) The proposal for a new reservoir near Abingdon was currently taking a lot of attention at OCC.</li> <li>d) A reported pothole in Martens Road had been repaired.</li> <li>e) There were proposals to cut school transport.</li> <li>f) OCC were expected to increase their portion of the Council Tax by the maximum possible due the their shortage of funds.</li> </ol> <p>Cllr Bartle raised concerns about future transport plans in the County. Rural areas had not been properly considered. Cllr Bartle understood that local councils were to be prevented from offering free parking and that workplaces were to be charged for providing parking for their staff. He also noted that Cala had been asked to reduce the number of parking spaces on their site. Cllr Constance did recognise that rural transport was a major problem. She pointed out that the Oxford traffic management schemes were Oxford based and were needed. The workplace parking levy would fund a 24/7 bus from Kidlington to Oxford. She recognised that the plans did not solve the rural parking problem. She asked the Parish Council to write a formal letter to the cabinet member, with a copy to the Vale, regarding the number of parking spaces on the Cala site. She agreed to send contact details.</p> <p>Cllr Constance was thanked for attending.</p>	<p style="text-align: center;">BW</p> <p style="text-align: center;">RB</p> <p style="text-align: center;">YC</p>
23/14	<p><b>DISTRICT COUNCILLORS REPORT</b></p> <p>Cllr Ware reported that a formal report would be produced after the full council meeting on 15<sup>th</sup> February. At the meeting she reported that</p> <ol style="list-style-type: none"> <li>a) The Faringdon Area Traffic advisory committee had called a special meeting to discuss accidents on A420. Data received from Police the County Council was not detailed enough so they have asked for better</li> </ol>	

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	<p>data. The Committee was very concerned about the problems associated with the A420.</p> <p>b) The full council meeting on 15<sup>th</sup> February would include proposals to increase council tax by 3.4%.</p> <p>c) Voting in the next election was to require Photo ID.</p> <p>d) The appeal for the Townsend Road A decision had not yet been received.</p> <p>e) Cllr Bethia Thomas had been appointed as leader of the Vale.</p> <p>f) Cllr Ware had attended the Community Liaison meeting along with Cllr Taylor. Cllr Ware agreed to forward the notes of the meeting for circulation. Communication was the main issue. The A420 and the traffic issues were also discussed. Cllr Taylor reported that the community was unhappy about the lack of access to the Defence Academy campus. The next meeting will raise these issues with them.</p> <p>Cllr Howell reported that he had been approached by neighbouring Parish Councils and residents about parking in the High Street. He requested that the Parish Council re-consider restricted parking in the High Street. As Civil Parking Enforcement was now active it would remove the issue of lack of enforcement. Cllrs Bartle and Howell to liaise on this. Cllr Ware to look out previous correspondence on the matter.</p> <p>Cllrs Ware and Howell were thanked for attending.</p>	<p style="text-align: center;">EW</p> <p style="text-align: center;">SH/RB/EW</p>
23/15	<p><b>CLIMATE EMERGENCY ACTIONS</b></p> <p>Cllr Watson reported that the Sustainable Hub was open and thriving. He urged people to go along. The lease had not yet been signed due to legal delays and the final structural work had not yet been tackled because of this.</p>	BW
23/16	<p><b>UKRAINE REFUGEE SUPPORT</b></p> <p>Nothing to report.</p>	
23/17	<p><b>CHAIRMAN'S ANNOUNCEMENTS.</b></p> <p>a) <b>Dates for Annual Assembly and AGM.</b> The Annual Assembly was to be held on 19<sup>th</sup> April at 7.30pm with an extraordinary Council meeting at 7pm to approve the AGAR. The AGM was to be on 9<sup>th</sup> May at 7pm. <u>Afternote:</u> This date needed to be changed. Final date still to be agreed.</p> <p>b) <b>Coronation.</b> The fete committee were planning a Street Party on the Rec. on 7<sup>th</sup> May. No action required.</p>	
23/18	<p><b>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</b></p> <p>a) <b>Minutes of the Planning Committee.</b> The minutes of the meeting held on 12<sup>th</sup> January 2023 had been circulated. Applications considered were:</p> <p style="padding-left: 20px;">i. <b>11 High Street.</b> The planning committee recommended objecting on the grounds of lack of parking and on change of use. Proposed Cllr Bartle, Seconded Cllr Brown. <b>RESOLVED.</b></p>	

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	<p>ii. <b>19 Curtis Road.</b> The planning committee recommended a 'no objections' response. Proposed Cllr Taylor, Seconded Cllr Bartle. RESOLVED.</p> <p>iii. <b>Cala site north of Highworth Road.</b> The case officer had explained that a further submission was to be forthcoming relating to mitigation of noise from the A420.</p> <p>iv. <b>Application for care home at Townsend Road.</b> This matter was on the agenda for this meeting and is covered below.</p> <p>b) <b>Minutes of the O&amp;F Committee</b> – The minutes of the O&amp;F Committee held on 2<sup>nd</sup> February were not available. All the matters discussed were on the agenda for this meeting. It was noted that the O&amp;F agenda had been reduced to prevent duplication.</p>	
23/19	<p><b>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</b></p> <p>a) <b>TVP Survey.</b> The proposal was to reduce the number of local police areas from 11 to 5. Cllr Brown noted that the survey was no longer taking responses. Cllr Coffey felt that there was not enough detail. Cllr Bartle agreed to look at the survey and reply if possible.</p> <p>b) <b>Keep Britain tidy.</b> Information on the Spring Clean event to be sent to Mr Lloyd.</p> <p>c) <b>The Circular walk.</b> An email had been received about the poor state of the walk. Broken signs and fences were reported along with graffiti and litter. Cllr Bartle suggested that the litter pickers could work on this. Email to be circulated to all Councillors and Cllr EW. Notify Tony Crabtree about the circular walk sign.</p> <p>d) <b>Airspace change proposals.</b> Cllr Coffey reported that this was a re-run of a previous application which had been turned down by the CAA. He explained that national airways went to 7000ft and local airspace went to 4000ft. This currently left a 3000ft gap and Brize Norton wanted to close this. Details of the proposal had been sent to gliding club. There were no design proposals at the moment.</p>	<p>RB</p> <p>JE</p> <p>JE</p> <p>SC</p>
23/20	<p><b>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</b></p> <p>a) <b>Townsend Road appeal hearing.</b> Cllrs Bartle and Jones had attended the appeal hearing for the Townsend Rd application. Nothing further to report.</p> <p>b) <b>Tree planting in verges.</b> Cllrs Bartle and Watson had attended the meeting about tree planting held in the Methodist chapel. Cllr Bartle had attended as a resident of Fairthorne Way. The chief tree officer from OCC did not turn up and there were no maps available showing the proposed location of the trees.</p>	
23/21	<p><b>FINANCIAL MATTERS</b></p> <p>a) <b>Finance Reports – December 2022.</b> The reports were presented and approved. They had been reviewed at the O&amp;F and no issues had been raised. Proposed: Cllr Coffey, Seconded: Cllr Sheldon. RESOLVED.</p>	

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	<p>b) <b>January Payments</b> – The payments had been reviewed at the O&amp;F and were approved. Proposed Cllr Taylor, Seconded Cllr Brown. RESOLVED.</p> <p>c) <b>Request for donation from Oxfordshire South &amp; Vale Citizens Advice.</b> The organisation had helped a number of people in the village. A donation of £50 was approved. Proposed Cllr Jones, Seconded Cllr Taylor. RESOLVED.</p> <p>d) <b>Review of grass cutting quotes for 2023/24.</b> Carried forward o next month.</p>	
23/22	<p><b>ANNUAL REVIEWS</b></p> <p>The documents had been circulated ahead of the meeting.</p> <p>a) <b>Standing Orders.</b> The Standing Orders were approved. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p> <p>b) <b>Financial Regulations.</b> The Financial Regulations were approved. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p> <p>c) <b>Risk Assessment.</b> Carried forward to next month.</p>	
23/23	<p><b>PLANNING MATTERS - NEW APPLICATIONS</b></p> <p>a) <b>P22/V3010/FUL – Wayside, Townsend Rd.</b> Proposed erection of a new care home (C2 Use Class) and repositioned vehicular access from Townsend Road. Response due by 9<sup>th</sup> February. Cllr Bartle noted that the plans were different. There were more beds and less parking. The documentation was poor and contained errors. The proposal was contrary to our Neighbourhood Plan, which sought sheltered accommodation for the elderly. The application did not state what category of care would be provided. There was an issue with the provision of local healthcare for so many new residents. Cllr Bartle proposed an objection. Seconded Cllr Coffey. RESOLVED. There was one abstention.</p> <p>b) <b>P22/V2618/S73 – Land at Townsend Road.</b> s73 application to vary conditions 2(approved plans) &amp; 9(obsured glazing) on application P20/V1279/FUL. The plans show compliance with condition 9 so that the approved plans will have obsured glass. Condition 2 will also be changed due to the substitution of plans. (Redevelopment of the site to provide 10 new dwellings (a net gain of 9 units) and associated parking, gardens, access improvements and landscaping, following the demolition of the existing workshops and bungalow). Amended plans. Response due by 6<sup>th</sup> February. The Parish Council had no comment.</p>	
23/24	<p><b>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA</b></p> <p>a) <b>P23/V0159/HH and P23/V0160/LB – Fern House, Manor Lane.</b> Removal of existing ground floor kitchen rear extension and</p>	

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	replacement with new larger ground floor rear extension. There were no objections.	
<b>23/25</b>	<p><b>PLANNING MATTERS – DECISIONS</b></p> <p>a) <b>P22/V2851/FUL – 11 High Street.</b> First floor rear extension to a Public House. Conversion of the Public House to form a pair of semi-detached two storey dwelling. Awaiting determination.</p> <p>b) <b>P22/V2761/HH – 19 Curtis Road.</b> Amended plans. Granted.</p> <p>c) <b>P21/V0773/RM - Land North of Highworth Road.</b> 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 19<sup>th</sup> December. Awaiting determination.</p> <p>d) <b>P22/V2221/FUL – Land at Windmill View, Watchfield.</b> Change of use of land for the siting of 27no. Mobile Homes, 26no. Touring Caravans, 9 Utility Rooms, and 15 Dayrooms. Awaiting determination.</p> <p>e) <b>P22/V0804/FUL – 1 Manor Close.</b> 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. Awaiting determination.</p> <p>f) <b>Appeal Reference APP/V3120/W/22/3295297- P21/V2264/FUL - Land at Townsend Road.</b> 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>g) <b>P21/V1217/RM - Land at Highworth Road.</b> 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>h) <b>P21/V1220/RM - Land North of Highworth Road.</b> 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. Awaiting determination.</p>	
<b>23/26</b>	<p><b>PLANNING MATTERS – MAJOR DEVELOPMENTS</b></p> <p>Nothing to report. A meeting had been scheduled for March.</p>	
<b>23/27</b>	<p><b>SCHOOL LIAISON</b></p> <p>Nothing to report.</p>	<b>CT</b>
<b>23/28</b>	<p><b>COMMUNITY SPEEDWATCH</b></p> <p>Cllr Pearson had sent a report which had been circulated. There had been 19 hours of observations. 136 vehicles had been reported. There were now 19 trained operatives.</p>	<b>GP</b>
<b>23/29</b>	<p><b>S106/CIL FUNDING</b></p>	<b>BW/Clerk</b>

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	An application for funding for MUGA phase 2 had been submitted. Formal approval for the project was given. Proposed Cllr Coffey, Seconded Cllr Jones. RESOLVED. It was agreed to issue a letter of intent to the preferred supplier and to place the order once the funds had been approved. There was a small sum on money left in the fund and options for this were reviewed. It was agreed to include a litter bin. Proposed Cllr Sheldon, Seconded Cllr Jones. RESOLVED.	
23/30	<p><b>ALLOTMENTS REPORT</b> Cllr Sheldon reported that</p> <p>a) There had been some changes to the plot holders.</p> <p>b) SAGA had requested a tin of wood treatment at a cost of £15. This was approved. Proposed Cllr Bartle, Seconded Cllr Sheldon. It was agreed that they should come back if a second tin was required.</p>	RS
23/31	<p><b>REPORT ON ENVIRONMENTAL MATTERS</b></p> <p>a) <b>Tuckmill Meadows SSSI.</b> It was reported that the Vale had access to S106 funds and had commissioned Earth Trust to produce a management plan from September 2023. Advice would be given to the Friends of Tuckmill for management of the site until September. The Friend's AGM was on 7<sup>th</sup> February. Working parties continues to be very active.</p> <p>b) <b>Rewilding the verges.</b> No progress. Carried forward.</p> <p>c) <b>Tree Planting in the verges.</b> OCC had decided to provide 400 trees across the whole county. 38 were to be planted in Shrivenham. Initial discussions had not been satisfactory. The Parish Council had previously stated that it supported the project <i>provided</i> that it had the support of the residents in the areas where it was proposed that the trees were planted. It was emphasized that if residents did not want trees outside their properties they would not have them. The plans had been amended to remove Fairthorne Way. Trees would now be planted in Colton Road and Cowleaze Close. Plans had been publicised to this effect. OCC were to maintain the trees for 3 years.</p> <p>d) <b>Walking the bounds.</b> Cllr Watson had been informed that this traditional event was to cease. He wanted to keep it going at least until the 50<sup>th</sup> anniversary in 2025. He had agreed to take over as Chair of the committee and had appealed to the fete committee for help with this.</p>	DP/BW  LB
23/32	<p><b>2023 ELECTIONS</b> The timetable for the proceedings was discussed. The Clerk agreed to take applications into the Vale if required. The first tranche would be taken on 24<sup>th</sup> March and the second tranche on 3<sup>rd</sup> April. Discussion followed on canvassing and publicising candidates. Cllr Howell suggested limiting this to a link to the candidate list on the Vale website once this had been published. Clerk to check whether this was permitted.</p>	Clerk
23/33	<p><b>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA.</b></p> <p>a) Grant to the Fete Committee – Cllr Taylor</p> <p>b) Cllr Coffey reported that he would be unable to attend the next PTR meeting on 21<sup>st</sup> February. Cllr Sheldon agreed to attend in his place.</p> <p>c) Cold Calling zones</p>	RB
23/34	<b>DATE OF NEXT MEETING</b>	

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**In the Sports Pavilion**

	Monday 6 <sup>th</sup> March at 7pm in the Sports Pavilion.	
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The meeting closed at 21.30