

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 4th June at 7pm

Present: Cllr Richard Bartle, Chair (RB), Cllr Olly Church (OC), Cllr Liz Jenkins (LJ), Cllr Penny Hockley (PH), Cllr Bjorn Watson (BW), Cllr John Lloyd (JL), Cllr Julia Jones (JJ), Cllr David Pratt (DP), Cllr Chris Hand (CH)

In Attendance: Julia Evans

County Councillor: Cllr Yvonne Constance (YC)

District Councillor: Cllr Elaine Ware (EW) and Cllr Simon Howell (SH)

Public:

18/114	APOLOGIES FOR ABSENCE Cllrs Saunders and Clements sent their apologies.	Action:
18/115	DECLARATIONS OF INTEREST None.	
18/116	MINUTES OF THE MEETINGS HELD ON 8th MAY AND 24th MAY 2018 Cllr Pratt proposed approving the minutes of the meeting held on 8 th May. Cllr Lloyd seconded. RESOLVED. The minutes were signed. Cllr Hand proposed approving the minutes of the extra ordinary meeting held on 24 th May. Cllr Watson seconded. RESOLVED. The minutes were signed.	
18/117	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 18/93 (18/65 - 8/24 -18/4 - 17/226 - 17/205 -17/186 - 17/166 - 17/146 - 17/125 - 17/106 - 17/71 – 17/50 – 17/28 – 17/4 & 17/8 – 16/283) – Parking in the High Street. Cllr Pratt circulated a short questionnaire which was reviewed. Cllr Church suggested adding why the survey was being undertaken. Cllr Pratt proposed approving the questionnaire. Cllr Jones seconded. RESOLVED. Investigation of agency agreements was carried forward. b) 18/93 (18/65 - 18/45 -18/26) - Potholes. Cllr Bartle has passed on correspondence from residents to Cllr Constance. He proposed writing to the Leader of OCC regarding the problem. The proposal was agreed. c) 18/93 (18/65 -18/49) – Shrivenham Primary School. Cllr Bartle had nothing more to add. Cllr Jenkins provided an update from the school governors which caused some concern. It was felt that the Parish Council should show support for the school and should challenge the OCC statistics. Cllr Jenkins to speak with Mrs Church. Cllr Bartle to discuss with Cllrs Ware and Constance. d) 18/93 (18/70) – Website advertising policy. Cllr Jones presented a revised policy and updated charges. Cllr Jones proposed adopting the policy; Cllr Pratt seconded. RESOLVED. e) 18/99 – Bus Shelter by the allotments. Cllr Lloyd has obtained three quotes, which are all similar at around £7k + VAT. This cost does not include groundworks. Cllr Lloyd to look into funding options. OCC will not fund the project. f) 18/99 – Camper Van in Martens Road car park. The van has been moved from the car park and is now parked in the High Street.	<p>DP</p> <p>C/F: Clerk</p> <p>RB</p> <p>RB/LJ</p> <p>CLOSED</p> <p>JL</p> <p>CLOSED</p>
18/118	PUBLIC REPRESENTATION None.	
18/119	COUNTY COUNCILLORS REPORT Cllr Constance reported on the options available for a new primary school. She noted that the current level of house building requires a 1.5 form entry. A meeting is scheduled with L&G on 11 th July. OCC are	

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	<p>expecting a decline in need due to a fall in the birth rate and OCC are confident that there will be enough school places. Cllr Ware pointed out that children from Faringdon are attending Shrivenham primary school. Cllr Constance urged the Parish Council to support the Fyfield and Tubney consultation seeking improvements to the A420.</p> <p>Potholes – more complaints are being received regarding the quality of the infill which is breaking up. OCC are trying to carry out more patching rather than sweep & fill. Cllr Bartle asked about the severe pot hole by the railway bridge on the A420, which is dangerous. Cllr Constance agreed to chase this up.</p> <p>Cllr Constance was thanked for attending.</p>	YC
18/120	<p>DISTRICT COUNCILLORS REPORT</p> <p>Cllr Ware reported:</p> <p>New Vale Leader - Roger Cox was elected as the new Leader at the Annual General Meeting of the Council on 16 May. Charlotte Dickson has stood down as Cabinet Member for Community Services and has been replaced by Cllr. Alice Badcock.</p> <p>Gladman – Gladman have submitted an outline application for up to 85 dwellings on Townsend Road. Cllr Ware and Howell will be submitting their strong objection to this application.</p> <p>NPPF – The consultation on the revised National Planning Policy Framework is currently being considered by central Government and the outcome is due to be published in July.</p> <p>Oxford-Cambridge Expressway – The Vale has written to Chris Grayling, Secretary of State for Transport requesting that there be more public engagement to ensure that all impacts are considered and any decision made openly and publicly. Awaiting further details from Government.</p> <p>Local Plan Part 2 - David Reed has been appointed by the Planning Inspectorate to independently examine the Plan and dates have been allocated in July and September for hearings.</p> <p>Joint Statutory Spatial Plan (JSSP) – The Government has put forward proposals to provide Oxfordshire Councils with greater protection from speculative housing development. Under the proposal Councils will only need a three year land supply whilst the JSSP is being developed. Additionally a revised Housing Delivery Test (HDT) would also be in place once the JSSP has been adopted. More details of the proposals can be found on the Oxfordshire Growth Board website. The consultation is open until Thursday 12 July.</p> <p>Appeals - Five appeals in the Ward were registered to be considered by the Planning Inspectorate. Four of these have been dismissed. The appeal for the Badbury Hill (Great Coxwell) site was held on Wednesday 30 May at Shrivenham Memorial Hall The result of the appeal will be advised in due course.</p> <p>Legal & General – The Reserved Matters application for Phase 1 has been submitted with a target decision date of 12 July. The Reserved Matters application for Phase 2 is expected towards the end of this year.</p> <p>Bovis – Townsend Road – Bovis revised RM application has been approved and a number of applications for the discharge of conditions have been submitted for approval.</p> <p>Taylor Wimpey - Longcot Road – The Vale Enforcement Team and OCC Highways are continuing to deal with the numerous issues relating to this development.</p> <p>Land South of Steeds Farm Gt. Coxwell – An Outline application for a</p>	

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	<p>further 125 dwellings has been submitted to the Vale. This application is in addition to the 200 that are already being constructed on part of this strategic site. This application will be considered by the full Planning Committee.</p> <p>Swindon Eastern Villages – An application is to be considered by Swindon Borough Council for 370 homes on the Redland Airfield Site. This application is in addition to the 2380 for Rowborough and South Marston and the 1800 at Great Stall.</p> <p>Thames Water Reservoir Plans – The Vale has responded to Thames Water’s proposed draft Water Resources Management Plan recommending a public inquiry is held to examine the draft plan and to ensure that the water company has correctly followed procedures.</p> <p>Privacy Policy Updated - Following the introduction of the Data Protection Act 2018 the Vale has published a new privacy policy as well as information for residents about how they handle personal data. Information may be found on the Vale’s website.</p> <p>Town and Parish Forums – Following the new staffing structure it has been agreed to postpone the Summer Forum. This will give the new team an opportunity to get in touch with all town and parish councils to find out if the events are providing the information they want and how they want to receive it.</p> <p>Abbey Meadow Outdoor Pool – The refurbished pool in Abingdon will be opened on Saturday 16 June with the first swimming session scheduled for 1pm.</p> <p>Cllrs Ware and Howell were thanked for attending.</p>	
18/121	<p>CHAIRMAN’S ANNOUNCEMENTS:</p> <p>The Revd Richard Hancock – Cllr Bartle reported that the Revd Hancock will be leaving the parish at the end of August. It is likely to take some time for a new vicar to be appointed.</p> <p>Flowers – A gift of flowers has been sent to Mrs Berridge in recognition of her work on the Neighbourhood Plan. A note of thanks has been received.</p>	
18/122	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>a) Minutes of the O&F Working Group – The minutes of the O&F Working Group held on 29th May were not available. Cllr Bartle outlined the highlights of the meeting:</p> <ul style="list-style-type: none"> - A’Bear & Ball have been appointed as architects for the Sports Pavilion - A third quote for the boiler installation has not been forthcoming - Cllr Lloyd to contact the contractors regarding the bus shelter cleaning as he is unhappy with the standard of work - The Annual Governance and Accounting Return (AGAR) was approved by the meeting - The pump structure requires work. Cllr Watson looking into this. 	BW
18/123	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) Reply to letter to Cllr Barber. The VWHDC has responded to Cllr Bartle’s letter. The response has been discussed with Vicarage Lane residents, who have asked Cllr Bartle to appeal against the Vale’s decision. Cllr Bartle proposed writing a letter as requested by the residents. Cllr Lloyd seconded. Agreed unanimously. RESOLVED.</p> <p>b) Letter from Shrivenham and Ashbury Benefice regarding the Churchyard. Cllr Bartle outline the history of the closed churchyard. The Vale has been maintaining it for some years but have now reported that</p>	RB

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	<p>the request to maintain it was not properly served. The benefice has therefore served notice on the Parish Council to take responsibility for it. Cllr Hockley reported that the Solicitor has suggested that the Parish Council writes to renew the SA215. The wording needs to be carefully checked. Proposed: Cllr Hockley; Seconded: Cllr Pratt.</p> <p>c) Correspondence from Fyfield and Tubney Parish Council. Fyfield and Tubney Parish Council are seeking support for their cause from all parishes along the A420. Clerk to send a holding note saying that the Parish Council is working on this. Cllrs Lloyd and Hockley to produce a draft response for discussion at the July meeting.</p>	<p style="text-align: right;">Clerk</p> <p style="text-align: right;">Clerk/JL/PH</p>
18/124	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>Cllr Hand attended a meeting with the Surgery and Legal & General. The Parish Council is happy to support them where possible.</p>	
18/125	<p>FINANCIAL MATTERS</p> <p>a) Internal Audit Report. The auditor has confirmed that the controls are good as are all areas of the accounts. Cllr Hand proposed accepting the report; Cllr Hockley seconded. RESOLVED. Cllr Bartle thanked the Clerk and the Assistant RFO for their work.</p> <p>b) Review of the effectiveness of the Internal Audit. The Parish Council confirmed that it was happy with the service provided.</p> <p>c) Annual Governance statement. Cllr Bartle read out the statement. Cllr Pratt proposed approval; Cllr Hand seconded. RESOLVED.</p> <p>d) Annual Accounting Statement. Cllr Bartle read out the statement. Cllr Jenkins proposed approval; Cllr Hockley seconded. RESOLVED.</p> <p>e) Finance Reports – April 2018 – The reports were presented and approved. Proposed: Cllr Pratt, Seconded: Cllr Watson. RESOLVED. The reports were signed.</p> <p>b) May Payments – Cllr Church proposed approving the payments. Cllr Jones seconded. RESOLVED.</p>	
18/126	<p>PLANNING MATTERS – STREET NAMING</p> <p>Four names are required for the street names at the Townsend Road development. It was agreed to use the names of four local servicemen who fell in WWI: Buckland, Cozens, Ebbsworth and Fuller. The suffixes are yet to be decided. Clerk to ask for a map. Proposed: Cllr Bartle; Seconded: Cllr Church. RESOLVED.</p> <p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>Deadline 24th May – P18/V0862/RM – Land at Highworth Road. Reserved Matters application for the development of up to 240 dwellings and a site for a primary school along with associated public open space and highways works. The Parish Council has responded in support of this application. Proposed: Cllr Bartle; Seconded: Cllr Watson. RESOLVED.</p> <p>Deadline 30th May – P18/V1080/O – Land at Townsend Road. Outline application for up to 85 dwellings with public open space, landscaping and sustainable drainage system. All matters reserved. The Parish Council has been granted an extension to the consultation period to the end of June. The planning working group is proposing to object to the application. A meeting to be held with the case officer.</p> <p>PLANNING MATTERS – DECISIONS</p> <p>Deadline 4th May – P18/V0342/HH and P18/V0343/LB – 29 High Street. Single storey rear extension. There were no objections to this application. Proposed: Cllr Pratt; Seconded: Cllr Hockley. RESOLVED. Permission granted.</p> <p>Deadline 10th May – P18/V0878/HH – 7 Curtis Close. Single Storey rear</p>	<p style="text-align: right;">Clerk</p>

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	<p>extension. There were no objections to this application. Proposed: Cllr Pratt; Seconded: Cllr Hockley. RESOLVED. Permission granted.</p> <p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>Issues at the Longcot Road site</p> <p>Issues are ongoing and reports continue to be sent to the Vale. Lorries are continuing to access the site from the village and the site is lit up brightly at night.</p> <p>Issue with fencing adjacent to the Football Club. The fence has been installed.</p> <p>P18/V1151/DIS – Bus Stops. It was reported that the bus stop provision is not in the right place. The planning working group are to make a comment about this.</p> <p>Drainage/Sewerage issue behind the shooting club building. The drainage ditch between the Kier development and the football club has been filled in and the cesspit outlet pipe covered over, therefore the cesspit is overflowing. Clerk to report to the enforcement team.</p>	<p>CLOSED</p> <p>Planning Working Group</p> <p>Clerk</p>
18/127	<p>GDPR</p> <p>The tablets have been issued to all Councillors. Cases are available from Amazon for £7. A privacy policy to be issued to all Councillors. A public privacy policy has been published on the website. Data audit and CCTV policy to be completed. Clerk to send out a list of the new Councillor email addresses.</p>	<p>Clerk</p>
18/128	<p>NEIGHBOURHOOD PLAN UPDATE</p> <p>Cllr Watson reported that a Parish Council meeting was held on 24th May at which it was agreed that a working group would produce a revised draft of the document. The target date for this is the end of June. The first working group meeting is to be held early next week. Cllr Lloyd pointed out that the information on the Vale website is incorrect and an update is required on the Shrevenham website. Clerk to get the sites updated.</p>	<p>Clerk</p>
18/129	<p>S106 FUNDING</p> <p>Cllr Hand reported that as the S106 officer has left he will be liaising the head of department at the Vale. The request for a deed of variation on the Highworth Road agreement is still with the legal team at the Vale. Cllr Hand to chase again. Longcot Road will produce some CIL funding, which is expected to be paid in October. An update on the Sports Pavilion will be given at the VBT meeting.</p>	<p>CH</p>
18/130	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>a) Cllr Lloyd reported that following a road sign survey, some required foliage to be cut back.</p> <p>b) Cllr Lloyd reported that there are two properties with high hedges that need to be monitored. Cllr Lloyd to send the Clerk details.</p>	<p>JL</p>
18/131	<p>COMMUNITY EMERGENCY PLAN</p> <p>Cllr Lloyd reported that finalisation of the plan was being held up by GDPR as he was awaiting consent to publish personal contact details. Cllr Lloyd was thanked for his work on this.</p>	<p>JL</p>
18/132	<p>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA.</p> <p>None</p>	
18/133	<p>DATE OF NEXT MEETING</p> <p>Monday 2nd July May 2018 at 7pm. Cllr Lloyd gave his apologies for absence.</p>	

The meeting closed at 8.42pm