

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 1st October at 7pm

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

In Attendance: Julia Evans

County Councillor:

District Councillor: Cllr Simon Howell (SH), Cllr Elaine Ware

Public:

18/178	APOLOGIES FOR ABSENCE Cllr Church sent his apologies. County Cllr Constance also sent her apologies.	Action:
18/179	DECLARATIONS OF INTEREST None.	
18/180	MINUTES OF THE MEETING HELD ON 3rd SEPTEMBER 2018 Cllr Pratt proposed approving the minutes of the meeting held on 3 rd September. Cllr Saunders seconded. RESOLVED. The minutes were signed.	
18/181	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 18/163 (18/137 - 18/117 - 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 Hockley has prepared a schedule – to be confirmed by the volunteers. b) 18/163 (18/137- 18/117 - 18/93 - 18/65 - 18/45 -18/26) - Potholes. Cllr Bartle reported that many of the potholes had now been repaired. c) 18/163(18/137 -18/117 - 18/93 - 18/65 -18/49) – Shrivenham Primary School. Nothing to report. Discussion still ongoing. d) 18/163 (18/137 - 18/117 - 18/99) – Bus Shelter by the allotments. This project is awaiting feedback from L&G and also confirmation of a grant from the OCC Localities fund. e) 18/163 (18/143) – Letter from the Vale regarding complaint. Cllr Ware reported that the problems were due to the CTMP. There is no further action that the Parish Council can take. f) 18/163 – (18/152) – Roman Way Play Area. The Play area is now open. Clerk to confirm with RoSPA whether it should be fenced. g) 18/169 – Location for storage of winter salt. To be stored in the bin store. Cllr Pratt has a pallet for it to be placed on. h) 18/169 – Location for commemorative tree. It was agreed that this should be planted near the oak tree in Coppidthorne Meadow. Proposed: Cllr Lloyd, Seconded: Cllr Pratt. RESOLVED.	<p style="text-align: center;">DP/PH</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">LJ</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">CLOSED</p>
18/182	PUBLIC REPRESENTATION None.	
18/183	COUNTY COUNCILLORS REPORT Cllr Constance sent a written report which was circulated to councillors. A copy is filed with the meeting papers. Cllr Constance reported on increased spending on road repairs. Of 30,000 defects reported by the start of Q1, 20,000 were fixed by the end of Q1. New funding has been made available, through borrowing, to improve the highways infrastructure. Oxfordshire Environment Partnership is promoting the use of cloth nappies due to the high cost of incineration of disposables. They are also working on a recommendation that developers build houses to a higher	

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	<p>standard of energy efficiency. An Advisory sub-group has been established to structure the spending of the £215m Government grant available for infrastructure and affordable housing. OCC and the district Councils are to agree a Joint Strategic Spatial Plan to shape the delivery of housing in the County up to 2050. The first statement to scope and structure the issues has been agreed by County. The Affordable Housing sub-group has shaped its plan and met for the first time in Oxford. The infrastructure sub-group will meet in the near future. Highways England has announced its first decision about the corridor for the new road. It will be built east or west of Oxford. There will be a full consultation on the possible routes in 2019 with a decision in 2020. OCC continues to press for a route that delivers relief for the A34. OCC is to progress with transformation of service delivery through digitalisation which it is hoped will achieve savings of at least £33m. This will result in a reduction of staff. Cllr Constance reminded Parish Councils of the Councillor's Priority Fund. Applications are to be received, ideally, by the end of October.</p> <p>Cllr Jones questioned how much infrastructure spending was likely to occur in Shrivenham. Cllr Howell noted that the funding is for major infrastructure projects including education. Cllr Bartle to write to Cllr Constance about this.</p>	RB
18/184	<p>DISTRICT COUNCILLORS REPORT An electronic report was received which was circulated to all councillors. Cllr Ware reported: Gladman Shrivenham – The outline application has been refused. Details of the reasons for refusal are available on the Vale website Legal & General Shrivenham - P18/V0862/RM. Development of up to 240 dwellings and a site for a primary school along with associated public open space and highways works. Discussions with OCC continue but the problem associated with the footpaths has been resolved. Bovis Development – Townsend Road Bovis has submitted a Construction Traffic Management Plan which indicates that access from the A420 will be from Bourton Wharf. Simon and Elaine will be writing to the Vale Planning Officer to ensure that the plan includes NO ACCESS for construction vehicles via the High Street. Local Plan Part 2 -The Planning Inspector completed the inspection in early September and it is anticipated that his decision will be available in December. Three year Land Supply - Following a consultation in July Councils in Oxfordshire now only need to provide a three year land supply of land for housing. This change has been agreed while all Oxfordshire Councils work together on a joint statutory spatial plan. The document will address the collective plan to deliver 100,000 homes across the county by 2031 which is part of the Oxfordshire Growth deal. Grants – The current schemes for Grants are under review. Towns and Parishes will be advised of any new arrangements. Exploring options for on-street parking enforcement - The Council is exploring whether to take over on-street parking enforcement. Officers have met with Oxfordshire County Council (the highways authority), which is responsible for formally applying for powers and then delegating civil parking enforcement to consider the proposal to procure a</p>	

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	<p>feasibility study. In the meantime Officers are carrying out work to look at the business case involved in taking over enforcement, including costs and projected income. Formal agreement from the county is required in order to apply to the Department of Transport to delegate civil parking enforcement powers. If county agree and the council decides to take over responsibility it would then need to carry out a full review of the existing car parking orders and yellow lines.</p> <p>“Yellow Letters” – A reminder. In August a “Yellow Letter” Household Enquiry Form has been sent to every home in the Vale. This requires residents to confirm who lives in their property. All residents should visit householdresponse.com/southandvale to confirm their details are correct or, if not, provide the correct information. They will need the code on the letter to do this. This information needs to be accurate to make sure everyone who is eligible to vote is able to do so in future elections, including the district, town and parish elections happening in May 2019. Anyone who doesn’t have access to the internet can confirm their details by completing and returning the form that comes with the letter. If the details are correct residents can also confirm this by phone or text – the details required for this are on the letter. To date the Vale has received 87,000 responses but there are still some 34,000 outstanding.</p> <p>Town and parish forum - The town and parish forum took place on Monday 24 September at The Beacon in Wantage. Senior managers and councillors spoke about the work the Vale is doing. There was a very low attendance from the Watchfield & Shrivenham Ward which was unfortunate. The presentations from the Senior Officers will be available online to all Towns & Parishes. Cllr Ware has a hard copy should anyone wish to borrow it. Parish Councillors are encouraged to see how the new management structure has been implemented.</p> <p>Oxford to Cambridge Expressway Route Announcement - The Government announced that Corridor B is its preferred option for the proposed expressway. The road would pass either to the north-west or south-east of Oxford then North to Bicester and beyond. A statement from the Leader of the Vale is on the website.</p> <p>Extra Garden Waste - Residents may put out extra garden waste on Monday 15 October. Now is the time to clear the gardens and get ready for winter.</p> <p>Cllr Ware asked whether there had been any problems reported with waste collection. Any problems to be reported to Cllr Ware.</p> <p>Cllrs Ware and Howell were thanked for attending.</p>	
18/185	<p>CHAIRMAN’S ANNOUNCEMENTS:</p> <p>Don Allen – Cllr Bartle reported that Don Allen’s interment will take place on 15th October at 11.30am. This is to be a family affair.</p> <p>Filming in the cemetery – This will be taking place on 4th October at 3pm.</p> <p>Parish Dinner – The Lord Lieutenant of Oxfordshire has been formally invited to speak at the Parish Dinner. Awaiting a response.</p> <p>Parish Photograph – It was agreed to use the original photograph.</p>	
18/186	<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 25th September were reviewed. Cllr Bartle outlined the highlights of the meeting:</p> <ul style="list-style-type: none"> - The OCC grant is to be used for Allotment work instead. The Clerk is awaiting quotes for the work. 	Clerk

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	<ul style="list-style-type: none"> - Pear Technology tree management software. Cllr Lloyd is updating the maps with the tree locations. 'Garage' island, pump island and the cemetery have been done. - There will be a performance of Antony and Cleopatra in February or March and profits will be shared with the Trust. - A meeting has been held with the ECB which was very positive. They are happy with the plans. Although their budget is shrinking they were positive about grant applications. - The first half of the grant for the new boilers has been received. - A location is being sought for a second defibrillator. Cllr Hand suggested the Tennis Club. Cllr Hockley suggested the new shop on the L&G phase 2 development, although this is not due to be built for some time. Only one quote has been received. Clerk to obtain two others. - Tree on 'garage' island. Two quotes have been received. It was agreed to accept the quote from Tony Craddock. Proposed: Cllr Pratt; Seconded: Cllr Bartle. RESOLVED. Cllr Lloyd to inform Tony Craddock. - Procedure for reporting tree limbs on the highway. To be put in the next edition of The News. 	<p>JL</p> <p>JE</p> <p>JL</p> <p>RB</p>
18/187	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) Consideration of a Memorial Bench for Don Allen. The gardening club has suggested the installation of a memorial bench for Don Allen. A list of suggested locations for a memorial bench was read out. The meeting agreed that the bench should be sited at the top of Fairthorne Way. Proposed: Cllr Pratt; Seconded: Cllr Hand. RESOLVED. Clerk to contact the gardening club.</p> <p>b) Consideration of street names for the L&G development. At least 8 names have been requested. Cllr Bartle provided a list which included 4 servicemen from Shrivenham who fell in WW1 and 6 who fell in WW2. It was also felt that Gordon Miles and Merv Penny should be commemorated. Consideration was given to suitable suffixes as the Parish Council wished to avoid 'Close'. The suggested list was View, Rise, Avenue, Lane, Mead, Way, End, Row and Mount. Both lists were approved. Proposed: Cllr Bartle; Seconded: Cllr Pratt. RESOLVED. Clerk to inform the Vale.</p>	<p>Clerk</p> <p>Clerk</p>
18/188	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>None.</p>	
18/189	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – August 2018 – The reports were presented and approved. Proposed: Cllr Jenkins, Seconded: Cllr Hand. RESOLVED.</p> <p>b) September Payments – Cllr Pratt proposed approving the payments. Cllr Watson seconded. RESOLVED.</p> <p>c) External Audit Report – The external audit report was presented. No issues had been raised by the auditors.</p>	
18/190	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>None</p> <p>PLANNING MATTERS – DECISIONS</p> <p>Deadline 9th August – P18/V1646/LB – Shrivenham Primary School. Proposed pitched roof repairs, renewals and alterations to the original Victorian School building. The Parish Council had no objection. Awaiting determination.</p> <p>Deadline 5th September – P18/V1969/HH and P18/V1970/LB – 13 Longcot Road. Demolition of conservatory and erection of single storey</p>	

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	<p>rear extension with roof lantern to house new kitchen. The Parish Council had no objection. Awaiting determination.</p> <p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>Issues at the Longcot Road site</p> <p>It was agreed to remove this matter from the agenda unless/until other issues arise.</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. This has been reported to the enforcement team. No update.</p> <p>Deadline 24th May – P18/V0862/RM – Land at Highworth Road. No decision yet.</p> <p>Deadline 30th May (extension to 29th June) – 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. A meeting was held with the case officer. The Parish Council has objected to the application. Refused.</p>	CLOSED
18/191	<p>NEIGHBOURHOOD PLAN UPDATE</p> <p>Cllr Watson reported that the pre-submission consultation will go live on 8th October. 1200 leaflets are to be delivered to the village. Cllr Watson asked for volunteers to help with the delivery. The plan will be available for the public to view in the Barrington Room during office hours and for two hours every Thursday evening. Cllr Watson ran through the key issues that the plan addresses. Consultees will include the statutory consultees, local businesses and adjoining Parish Councils. Cllr Watson asked Councillors to send details of any other people or agencies that should be consulted.</p>	
18/192	<p>S106 FUNDING</p> <p>Cllr Hand reported that the first set of funds from the Townsend Road development have been received by the Vale. Funds from Longcot Road will be due soon and CIL should come through in October. Legal and General have agreed to change the S106 agreement to allow money from Phase 1 to be used for the Sports Pavilion. The Parish Council approved the change. Proposed: Cllr Hand; Seconded: Cllr Bartle. RESOLVED.</p> <p>The S106 funds for Community Art are to be used to develop a feature to be installed at each entrance to the village. Abi Brown will go out to artists including a local sculptor. Cllr Hockley to run this project. Cllr Saunders declared an interest. He reported that his wife is an artist and would be interested in the project. Cllr Hockley to discuss with Abi Brown.</p>	PH
18/193	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>Cllr Lloyd reported that Charlton have been asked to carry out the next weed spray. Trees on Bus Stop Island need to be done by the end of October. Clerk to write to Cllr Constance.</p> <p>Cllr Lloyd suggested that the Belisha Beacons on the crossing in the High Street should be upgraded to LED lights. He requested permission to contact Lee Turner and ask his advice. It was agreed that Cllr Lloyd could ask Lee Turner to visit the site. Proposed: Cllr Lloyd; Seconded: Cllr Jones. RESOLVED.</p>	Clerk JL
18/194	<p>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA.</p> <ol style="list-style-type: none"> 1. Review of allotment rents – Cllr Lloyd 2. Consideration of a Parish Council facebook page – Cllr Jenkins <p>Cllr Jenkins circulated information on the proposed zip wire.</p>	

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	Cllr Bartle noted that from next month Parish Council emails will only be sent to the new email addresses.	
18/195	DATE OF NEXT MEETING Monday 1 st October 2018 at 7pm.	

The meeting closed at 8.15pm