

## SHRIVENHAM PARISH COUNCIL

### Minutes of meeting held on Monday 5<sup>th</sup> November at 7pm

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

**In Attendance:** Julia Evans

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

**District Councillor:** Cllr Simon Howell (SH)

**Public:** Mr Gerard Pearson

<b>18/196</b>	<b>APOLOGIES FOR ABSENCE</b> Cllrs Church, Saunders and Watson sent their apologies. District Cllr Ware also sent her apologies.	<b>Action:</b>
<b>18/197</b>	<b>DECLARATIONS OF INTEREST</b> Cllrs Lloyd and Hockley for agenda item 12c.	
<b>18/198</b>	<b>MINUTES OF THE MEETING HELD ON 1<sup>st</sup> OCTOBER 2018</b> Cllr Lloyd proposed approving the minutes of the meeting held on 1 <sup>st</sup> October. Cllr Jones seconded. RESOLVED. The minutes were signed.	
<b>18/199</b>	<b>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA</b> a) 18/181 (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) – <b>Parking in the High Street</b> . This matter is to be renamed 'Bus Survey'. Cllr Hockley reported a lukewarm response to the request for volunteers to help with the survey. Cllr Lloyd requested another copy of the questionnaire. The survey is to start in two weeks time. Cllr Hockley to resend the request for volunteers. Cllr Pratt to resend the questionnaire. b) 18/163(18/137 -18/117 - 18/93 - 18/65 -18/49) – <b>Shrivenham Primary School</b> . Nothing to report. Close for now. f) 18/163 – (18/152) – <b>Roman Way Play Area</b> . The Play area is now open. There is no legal requirement for it to be fenced. Cllr Jenkins has written to Linden homes but has not received a reply. Cllr Jenkins to chase.	<b>PH/DP</b>          <b>CLOSED</b>       <b>LJ</b>
<b>18/200</b>	<b>PUBLIC REPRESENTATION</b> None.	
<b>18/201</b>	<b>COUNTY COUNCILLORS REPORT</b> Cllr Constance reported: - Work is continuing on the repair of potholes. Roads are now being properly patched and a number of roads will be resurfaced. - Arrangements are being made for the delivery of winter salt. This can now be ordered online. - OCC has a new CEO. - An IT transformation programme is underway which will result in staff and cost savings. - Trading Standards is making a move against rogue traders. - 97% of the County is now on fibre broadband. - Social care: Children's social care is overwhelmed and more carers are required. Adult social care is now well provided for. Carers can obtain free flu jabs. - Cllr Constance has received a letter from a resident complaining about a charge at the local tip for the disposal of window glass, as it is now classed as DIY materials. Cllr Constance pointed out that we are lucky to have the tip given that it was once earmarked for closure. Cllr Lloyd noted that if such material was collected as part of an organised litter pick.	

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	<p>- OCC are working on plans for the Growth Deal and the JSSP. Cllr Lloyd questioned the outstanding request for OCC to cut back trees on Bus Stop island. It should have been done by the end of August. Cllr Lloyd to send an email to Cllr Constance.</p> <p>Cllr Constance reported that a meeting had been held with Lee Turner and Mark Rogers regarding the Majors Road junction which is prone to accidents.</p> <p>Cllr Bartle passed a copy of the Damson Trees email that he had received regarding heavy traffic through the area to Cllr Constance. The email is to be sent to the Vale enforcement team as well.</p> <p>Cllr Constance was thanked for attending.</p>	<p><b>JL</b></p> <p><b>Clerk</b></p>
<b>18/202</b>	<p><b>DISTRICT COUNCILLORS REPORT</b></p> <p>Cllr Howell reported:</p> <ul style="list-style-type: none"> <li>- the L&amp;G Stakeholder meeting will be held on 21<sup>st</sup> November</li> <li>- LPP2: the inspector has written asking for some areas of the plan to be looked at.</li> <li>- Yellow letters: only 73% have been returned. People will now be getting personal calls.</li> <li>- Tuckmill Meadows: discussions are ongoing with Earth Trust who are taking over management of the site from BBOWT.</li> <li>- Grants: the current scheme is on hold but the festival grants scheme is available.</li> <li>- There will be free Christmas parking in Faringdon every Saturday in December.</li> </ul> <p>Cllr Lloyd noted that the Biffa Deep Clean was not carried out in the areas requested. SH agreed to take this back.</p> <p>Cllr Bartle raised the issue of street naming. The Parish Council has repeatedly requested not to have 'Close' as a suffix to street names, but this is being ignored. On the latest development a large number of Closes. Cllr Bartle stated that this is very disappointing. Clerk to send the details to Cllrs Howell and Ware.</p> <p>Cllr Howell was thanked for attending.</p>	<p><b>SH</b></p> <p><b>Clerk</b></p>
<b>18/203</b>	<p><b>CHAIRMAN'S ANNOUNCEMENTS:</b></p> <p><b>Remembrance Sunday</b> – Cllr Bartle reported that the only ceremony this year will take place at St Andrew's church as the Defence Academy is not holding one. Cllr Bartle will represent the Parish Council.</p> <p><b>Memorial Tree</b> – The memorial tree is now available for collection. Cllr Lloyd agreed to collect the tree. Cllr Jenkins will contact the school and The Barn to ask if some children would like to take part in the dedication ceremony. Cllr Jones will speak to the Vicar. Cllr Bartle will co-ordinate the project.</p>	<p><b>RB/JL/JJ/LJ</b></p>
<b>18/204</b>	<p><b>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</b></p> <p><b>a) Minutes of the O&amp;F Working Group</b> – The minutes of the O&amp;F Working Group held on 30<sup>th</sup> October were not available. Cllr Bartle outlined the highlights of the meeting:</p> <ul style="list-style-type: none"> <li>- The main aim of the meeting is to look at the first draft budget proposal for 2019/20.</li> <li>- A second quote is awaited for the allotment work.</li> <li>- The tree data has been sent to Pear Technology. Waiting for the database to be returned.</li> <li>- We were unsuccessful in our bid for a grant from Garfield Weston.</li> </ul>	
<b>18/205</b>	<p><b>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</b></p>	

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	<p><b>Second Defibrillator.</b> It was agreed to postpone this for the time being as the logical site for a second defibrillator is on the new Sports Pavilion. This will give time to arrange for alternative quotes and to consider different options.</p>	
18/206	<p><b>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</b></p> <p>a) A meeting had been held with the owners of the golf club with regard to the Neighbourhood Plan. The NP group and the Cllr Bartle will meet to discuss how to proceed once the pre-submission consultation has finished.</p> <p>b) The L&amp;G stakeholder meeting will take place on 21<sup>st</sup> November. Members of the Planning Group and Cllr Hand will attend.</p> <p>c) Memorial bench for Don Allen. The gardening club has asked the Parish Council to reconsider its decision regarding a location. Clerk to write back explaining the reasons for the Parish Council's choice and explaining that the Council is unable to re-open a matter that has been resolved for 6 months.</p>	<p><b>RB/BW/JJ/ Clerk</b></p> <p><b>Clerk</b></p>
18/207	<p><b>FINANCIAL MATTERS</b></p> <p><b>a) Finance Reports –September 2018 –</b> The reports were presented and approved. It was noted that Neighbourhood Plan funds have been added to the EMR account. Proposed: Cllr Hand, Seconded: Cllr Jones. <b>RESOLVED.</b></p> <p><b>b) October Payments –</b> Cllr Jenkins proposed approving the payments. Cllr Pratt seconded. <b>RESOLVED.</b></p> <p><b>c) Review of allotment rents –</b> The current rent is 17p per m<sup>2</sup> and has not changed for two years. Cllr Lloyd suggested that the rent should remain the same this year but that an increase should be planned next year. Proposed: Cllr Bartle, Seconded: Cllr Hand. <b>RESOLVED.</b></p> <p><b>d) Request for donation from Citizens Advice Centre –</b> It was noted that they had helped 41 residents from Shrivenham Parish in the last year. It was agreed to donate £50. Proposed: Cllr Hand, Seconded: Cllr Lloyd. <b>RESOLVED.</b></p>	
18/208	<p><b>PLANNING MATTERS - NEW APPLICATIONS</b></p> <p>1. <b>Deadline 29<sup>th</sup> October – P18/V2228/HH – 55 Stallpits.</b> Cllr Hand declared an interested and abstained from voting. Proposed two storey side extension, single storey rear extension and loft conversion with velux terrace system. No objections. Proposed: Cllr Pratt, Seconded: Cllr Jones. <b>RESOLVED.</b></p> <p>2. <b>Deadline 30<sup>th</sup> October – P18/V2493/HH – 33 Vicarage Lane.</b> Erection of single storey front and side extension and new double garage and some internal alterations. No objections. Proposed: Cllr Pratt, Seconded: Cllr Hand. <b>RESOLVED.</b></p> <p>3. <b>Deadline 2<sup>nd</sup> November – P18/V2557/HH – 38 Colton Road.</b> Two storey side and rear extension &amp; single storey side kitchen extension. No objections. Proposed: Cllr Pratt, Seconded: Cllr Hand. <b>RESOLVED.</b></p> <p>4. <b>Deadline 8<sup>th</sup> November – P18/V2587/FUL – Broadleaze Farm, Longcot Road.</b> Conversion of agricultural barn to dwelling with associated garden and parking areas, boundary</p>	

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	<p>treatment, landscaping and hard surfacing. No objections. Proposed: Cllr Hand, Seconded: Cllr Pratt. RESOLVED.</p> <p>5. <b>Deadline 21<sup>st</sup> November – P18/V2614/A – Unit 1 Northford Close.</b> Retrospective application for new signage. No objections. Proposed: Cllr Jones, Seconded: Cllr Pratt. RESOLVED.</p> <p>6. <b>Deadline 20<sup>th</sup> November – P18/V2662/LB – Becket House, Defence Academy.</b> Listed building consent for repairs to Roofs, Dormers and Stonework. No objections. Proposed: Cllr Jones, Seconded: Cllr Pratt. RESOLVED.</p> <p>7. <b>Deadline 22<sup>nd</sup> November – P18/V2592/HH – 43 Highworth Road.</b> Tarmac the green highway verge to the front of property and drop the kerb on to Highworth road for improved vehicular access. Concerns were raised about this application. Cllr Howell agreed to look into this.</p> <p><b>PLANNING MATTERS – DECISIONS</b></p> <p>1. <b>Deadline 9<sup>th</sup> August - P18/V1646/LB – Shrivenham Primary School.</b> Proposed pitched roof repairs, renewals and alterations to the original Victorian School building. <b>Permission granted</b></p> <p>2. <b>Deadline 5<sup>th</sup> September - P18/V1969/HH and P18/V1970/LB - 13 Longcot Road.</b> Demolition of conservatory and erection of single storey rear extension with roof lantern to house new kitchen. <b>Permission granted.</b></p> <p><b>PLANNING MATTERS – MAJOR DEVELOPMENTS</b></p> <p><b>Drainage/Sewerage issue behind the shooting club building.</b> 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><b>Deadline 24<sup>th</sup> May – P18/V0862/RM – Land at Highworth Road.</b> Amended plans have been received. Awaiting determination.</p>	SH
18/209	<p><b>NEIGHBOURHOOD PLAN UPDATE</b></p> <p>Cllr Jones reported that a summary leaflet had been sent to every household in the village which contains details of all the policies. A display is open to the public. The consultation closes on 18<sup>th</sup> November. Responses will be reviewed by the NP team and a consultation statement will be presented to the Parish Council in due course.</p>	
18/210	<p><b>S106 FUNDING</b></p> <p>Cllr Hand reported that some of the houses in Longcot View are now occupied and he is hoping that the S106 funds will be paid to the Vale soon. He has chased the CIL funding for the same development but this will not be available until building work has started on the relevant part of the development; the money will not be available until next year. 25% of the funding for Townsend Road has been paid. L&amp;G have submitted a letter to the Vale regarding the changes for the Sports Pavilion. A meeting has been held with the Football club who wish to apply for S106 funds for the pitch drainage work.</p>	
18/211	<p><b>Community Art Project</b></p>	

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	Cllr Hockley reported that she has contacted Abi Brown. The specification was accepted and this will now be sent out to artists. Proposals from the artists will be presented in due course.	
<b>18/212</b>	<p><b>REPORT ON ENVIRONMENTAL MATTERS</b></p> <p>Cllr Lloyd reported that the third Defibrillator awareness session was held and 45 people attended. He has received some trading standards stickers which will be put into the welcome packs for the new homes in Highworth Road and Longcot Road.</p> <p>Weed spraying has been completed.</p> <p>A meeting was held with Lee Turner regarding LED lights for the Belisha Beacons in the High Street. These lights can be dimmed at night. The cost is £2500. A grant bid is to be submitted to Cllr Constance's fund. The project will not proceed if the grant bid is unsuccessful.</p>	
<b>18/213</b>	<p><b>PROPOSAL FOR A PARISH DIARY</b></p> <p>Cllr Jones suggested a Parish Diary to be used to record village events. It could either be a paper diary or an electronic one on the website. Cllr Howell suggested setting up a test environment to trial the electronic option. This was agreed on the proviso that it did not add to the workload of the office staff. Proposed: Cllr Jones, Seconded: Cllr Pratt.</p> <p><b>RESOLVED.</b></p>	<b>JJ</b>
<b>18/214</b>	<p><b>CONSIDERATION OF A PARISH COUNCIL FACEBOOK PAGE</b></p> <p>Cllr Jenkins presented the Wanborough Parish Council Facebook page as an example. She suggested that the medium allows engagement with a wider audience. Cllr Jenkins proposed that she would administer the page. Cllr Bartle put forward Nextdoor as an alternative. It was noted that this medium was already present in Shrivenham. Cllr Howell noted that Facebook was considered some years ago; the concern at the time was control. He also expressed concern about how it would sit with the website. The Clerk questioned the cost; it may not be free as it is not a personal page. Cllr Hand noted that if approved the page must be set up and controlled by the Parish Council. Cllr Bartle was concerned about advertising that is present on Facebook. Issues were also raised about inappropriate and/or personal posts. Cllr Howell stated that the amount of work required to administer the page should not be underestimated. It was agreed that Cllr Jenkins would speak to Wanborough Parish Council about their page and how they manage the issues. Cllr Jenkins to report back at the next meeting.</p>	<b>LJ</b>
<b>18/215</b>	<p><b>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA.</b></p> <p>1. Parish Dinner. Consideration of a charity to support – Cllr Lloyd</p>	
<b>18/216</b>	<p><b>DATE OF NEXT MEETING</b></p> <p>Monday 3<sup>rd</sup> December 2018 at 7pm.</p>	

The meeting closed at 8.50pm