

SHRIVENHAM PARISH COUNCIL

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

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

In Attendance: Julia Evans

County Councillor: Cllr Yvonne Constance (YC)

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

Public:

19/45	APOLOGIES FOR ABSENCE Cllrs Watson, Church and Pearson.	Action:
19/46	DECLARATIONS OF INTEREST None.	
19/47	MINUTES OF THE MEETINGS HELD ON 4th FEBRUARY 2019 Cllr Jenkins proposed approving the minutes subject to a minor amendment. Cllr Pratt seconded. RESOLVED. The minutes were signed.	
19/48	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 19/26 (18/252) – Signage of A420. A meeting was held with Lee Turner. Before the wording on the signs can be agreed the details on the grade of the new road are required. b) 19/27 – Salt boxes. The request for salt boxes in the village was discussed. It was agreed not to install them. Proposed: Cllr Bartle. Seconded: Cllr Pratt. RESOLVED. c) 19/43 – Parking and highways issues. Lee Turner has agreed to install road markings in Manor Lane in an effort to resolve the situation. A request was made to the street naming officer regarding a No Through Road sign for Farleigh Road. She agreed to order this.	CLOSED CLOSED CLOSED
19/49	PUBLIC REPRESENTATION No members of the public were present.	
19/50	COUNTY COUNCILLORS REPORT Cllr Constance had sent a written report which had been circulated. Cllr Constance reported: - there is no need for the Parish Council to respond to the LPP2 consultation as it contains nothing that affects the Western Vale. - the A420 is becoming a major issue. Oxfordshire 2050 (formerly JSSP) is currently out for review. In the section on Transport and connectivity the A420 is not mentioned. Cllr Constance urged that the Parish Council respond to this consultation insisting that the A420 is included. She agreed to send a note about this. - because of the high accident rate on the A420 a safety group had formed at OCC. The group had identified that bus stops and pedestrian islands need attention. The usage of the road has changed from a local road to a major highway, but it needs to remain a local road for local services. A diversion system needs to be considered. The group has written a paper which will be sent to Ed Vaizey MP, the LTP5 group and all Parish Councils. - Cllr Constance is working on contractor routing enforcement at Damson Trees/Stallpits. - OCC is to implement an enforcement system against utilities companies to ensure roads are properly restored. At the moment this will not cover their sub-contractors. OCC will be moving to a system of permissions for carrying out work on the highway. - a feasibility study is to be conducted into Community Parking	YC

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	<p>Enforcement. A tender will go out for the enforcement contract. - the money for the new bus shelter is waiting in the Councillor Priority fund. Cllr Lloyd notified Cllr Constance of the faulty VAS on Townsend Road and the pole which has been knocked down on the High Street. He has reported it on fix my street. Cllr Constance was thanked for attending.</p>	
<p>19/51</p>	<p>DISTRICT COUNCILLORS REPORT Cllrs Ware and Howell reported: Planning: Local Plan Part 2 - The public consultation is now live and responses are due by 1 April 2019. Cllr Ware felt that there was nothing in this plan that affected Shrivenham. Legal & General - The development has commenced. The temporary access road from the A420 has been agreed with OCC through a S184 agreement and L&G are awaiting confirmation of when construction and usage may begin. There are still issues regarding the school which are being progressed with the County. A meeting with L & G has been arranged for Tuesday 12 March to discuss progress and meet the new Project Manager. Bovis Development – Townsend Road An application for a change of house type has been refused. For information - Lorry Park – Chowle Farm – amended plans were submitted on 28 November and 16 January. The target decision date is now 31 March. Exploring options for on-street parking enforcement 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. Arrangements have been made with other District Councils and the County to undertake a feasibility study. The County are leading on the procurement of consultants to carry out this work. Oxfordshire 2050 – The public consultation for Oxfordshire 2050 is open until 25 March. There are a number of elements associated with the Plan and Town and Parish Councils are encouraged to respond. Housing Delivery Test 2018 – The test is an annual measurement of house building in areas throughout England. The Vale was required to build 1305 and delivered 4357 – 334% and were listed as 6th in the country. 2019/20 Budget – On 13 February the Vale agreed the budget for the financial year 2019/20 and a medium term plan for the following four years. It has been necessary to increase Council Tax by £5 for the forthcoming financial year. The Vale like all local authorities is awaiting the outcome of the Governments Spending Review. It is anticipated that the review will address the proposed changes to New Home Bonus. One area that has remained unchanged in the budget is car parking charges. The two hour free parking also continues. Environmental Enforcement – The Vale Environmental Enforcement Officers have dealt with a number of fly tipping/littering cases in recent months and prosecutions have followed. Last month a man from Oxford refused to pick up a cigarette butt in The Square in Abingdon. He failed to pay the fixed penalty notice and as a result was prosecuted and found himself with a bill for £607 issued by the court.</p>	

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	<p>Waste – The Waste Team have arranged for a number of Crisp Packet Collection Boxes to be installed in various Council buildings (Milton Park, Cornerstone Art Centre Didcot and The Beacon Wantage). This is a national campaign organised by Walkers. All makes of empty crisp packets can be placed in the boxes and they will be sent to a special recycling facility where they will be transformed into plastic such as garden furniture.</p> <p>Recycling Wheels – Recycling wheels are being promoted by the Vale to encourage residents to recycle as much as possible and know what can and cannot be placed in the recycling bin. Supplies are available from the Vale and it is intended to insert them in the next edition of The News.</p> <p>NAG – Neighbourhood Action Group – The next meeting of the NAG will take place on Monday 18 March. Obviously the current spate of burglaries is of concern and these will be raised with the new Neighbourhood Police Inspector. Residents are encouraged to report any suspicious activity.</p> <p>PURDAH – District and Town & Parish Elections – Elections are due to take place on 2 May 2019. The period of Purdah commences on 26 March. It will be necessary to ensure that formal guidance is followed throughout the process. Cllrs Ware and Howell were thanked for attending.</p>	
19/52	<p>CHAIRMAN'S ANNOUNCEMENTS:</p> <p>a) Village Assembly. This will be held on 24th April.</p> <p>b) Local Elections. The formal guidance on communications during the run up to the local elections was read out. The Parish Council is not permitted to publish any information about candidates, but individuals can promote themselves.</p> <p>c) Thames Water meeting. Cllr Bartle is awaiting confirmation of a date and time for the meeting.</p>	
19/53	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>a) Minutes of the O&F Working Group – The draft minutes of the O&F Working Group held on 26th February were summarised by Cllr Bartle:</p> <ul style="list-style-type: none"> - Allotment plots. BGG have been asked to quote for the work. - VAS at Townsend Road. This has been reported on fix my street. - Fallen pole and sign. This has been discussed with Lee Turner. - Memorial Tree and Plaque. The plaque and the tree have been agreed. Cllr Lloyd to source a rock on which to mount the plaque. - Renewal of OPFA and CFO subscriptions were agreed. 	JL
19/54	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) LPP2 Consultation. It was agreed that the Parish Council would not respond to this.</p> <p>b) Issues on Highworth Road. Various complaints have been received about developers and utility companies. L&G have spent a lot of time dealing with this. Cllr Jenkins agreed to look into the issue of the gate at Stallpits. Cllr Bartle to put an article in the news.</p> <p>c) Plans for a LEAP at Highworth Road phase 1. Cllr Jenkins to review the plans and report to the planning group.</p> <p>d) Three quotes have been received to purchase a new defibrillator. It was recommended that the Cardiac Science quote was accepted. Proposed: Cllr Lloyd, Seconded: Cllr Saunders. RESOLVED. Clerk to place the order.</p>	LJ/RB LJ

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	<p>e) Thames Water works in Pennyhooks Lane. The owner of the lane is unknown. The Parish Council had no objection to the works being carried out.</p>	
19/55	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>a) Bowls Club meeting. Cllr Hand reported on a meeting with the Bowls Club attending by himself and the Clerk. The objective of the meeting was to discuss communication issues. It was a very positive meeting. The Bowls club are happy with the Defibrillator decision. The Sports Pavilion and S106 funding were discussed. Cllr Hand offered his assistance on any smaller projects requiring S106 funds. Cllr Hand reported that he had had a very positive conversation with the president of the Shooting Club. Cllr Bartle thanked Cllr Hand for his efforts on the forthcoming sports festival.</p> <p>b) Cllr Lloyd reported that he had attended the Parish Transport Representative's meeting on 20th February. OCC transport subsidies are safe for the next year.</p> <p>c) Cllr Lloyd reported that he and Cllr Hockley attended the Vale Chairman's dinner on 8th February.</p> <p>d) Cllr Bartle expressed concern that no one attends the local NAG meetings. He will bring this up when the new council is in place. Cllr Lloyd to write something about Police Alerts.</p>	RB/JL
19/56	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – January 2018 – The reports were presented and approved. Proposed: Cllr Hand, Seconded: Cllr Pratt. RESOLVED. It was noted that there will be a slight under spend this year.</p> <p>b) February Payments – Cllr Saunders proposed approving the payments. Cllr Pratt seconded. RESOLVED. The payments list was signed.</p> <p>c) Revised Budget for 2019/20 – The previously agreed budget required revision to account for the new salary scales and increased pension payments. The proposal still shows a small surplus for the year.</p> <p>d) New NJC Salary scales – It was agreed to adopt the new scales with effect from 1st April. Proposed: Cllr Lloyd, Seconded: Cllr Pratt. RESOLVED</p> <p>e) S106 funds for the playground project.</p> <p style="padding-left: 20px;">i) It was agreed to accept the S106 funds totalling £16,188.18. Proposed: Cllr Bartle, Seconded: Cllr Hand. RESOLVED.</p> <p style="padding-left: 20px;">ii) It was agreed that the Clerk should sign the acceptance form. Proposed: Cllr Bartle, Seconded: Cllr Jones. RESOLVED.</p> <p style="padding-left: 20px;">iii) It was agreed to accept the conditions set out in the acceptance statement. Proposed: Cllr Bartle, Seconded: Cllr Pratt. RESOLVED.</p> <p>f) IT Contract – Cllr Bartle reported that four quotes had been received, varying from £99 per month to £600 per month. Cllr Bartle recommended accepting the quote of £99 per month. This was agreed. Proposed: Cllr Pratt, Seconded: Cllr Saunders. RESOLVED.</p>	
19/57	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>1. P19/V0183/FUL – Land North of Shrivenham. Erection of Marketing Suite. The Parish Council had no objections to this application.</p> <p>2. P19/V0157A – Land North of Shrivenham. Marketing suite Fascia Sign and Flag advertisements. The Parish Council</p>	

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	<p>had no objections to this application.</p> <p>3. P19/V0377/HH – 12 Charlotte Close. Two Storey side extension and addition of new windows. The Parish Council had no objections to this application.</p> <p>PLANNING MATTERS – DECISIONS</p> <p>4. P18/V3061/FUL – Land North of Shrivenham. Proposed temporary access and access track for construction traffic off the A420. Awaiting determination.</p> <p>5. P19/V0071/HH – 25 Sand Hill. 2 bedroom annexe in rear garden. Awaiting determination.</p> <p>6. P19/V0102/PDH – 35 Charlbury Road. Rear single storey hipped lean to extension. Permitted development application – for information only.</p> <p>7. P18/V2957/N4A - The Wharf, Station Road. Proposed conversion of the building to residential use. Awaiting determination.</p> <p>8. P18/V2848/FUL - Land off Townsend Road. Variation of condition 1 - drawings on application. Refused.</p> <p>9. S/OUT/18/1943 - Inlands Farm, The Marsh Wanborough Swindon SN4 0AS. A Hybrid Planning Application for a Science park and associated works to include full details of 33,507 sqm (GIA) of use Class B1c (light industrial), with associated access, parking, landscaping and drainage and an outline proposal for up to 32,281 sqm (GIA) of use Class B1b (research and development) and up to 16,400 sqm (GIA) of B1c (light industrial), with associated access, parking, landscaping and drainage (all matters reserved). Awaiting determination.</p> <p>PLANNING MATTERS – MAJOR DEVELOPMENTS None</p>	
19/58	<p>COMMUNITY SPEEDWATCH Cllr Bartle reported that it may be possible to join with Uffington in the purchase of equipment. Ideally a third village would be required. Cllr Ware agreed to approach Bourton Parish Council. Clerk to arrange a meeting with Uffington Parish Council.</p>	JE
19/59	<p>NEIGHBOURHOOD PLAN UPDATE The Health check is in progress. A request for an SEA opinion has been submitted.</p>	
19/60	<p>S106 FUNDING Cllr Hand reported that the money for the play area is now available. All the S106 funds for the Football Club are for pitch improvements. An FA approved groundsman will provide a pitch improvement plan. The original application for S106 funds is on hold. There is some money available for the MUGA and more is due shortly. The idea is to enlarge the site. The project to consider this is about to start. An application will shortly be submitted to improve the tennis court and the fencing.</p>	CH

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	<p>A meeting with the Vale Leisure team and S106 officer received positive comments, but access to the necessary funds will not be easy. There is a question over pooling which is being investigated. Cllr Ware offered to help if major problems are encountered.</p> <p>Cllr Lloyd asked that the issue of funding for the bus shelter be raised with L&G. Cllr Hand reiterated that this matter is between the Vale and OCC.</p>	
19/61	<p>Community Art Project</p> <p>Cllr Hockley reported that Abi Brown and the Steering Group are moving forward with the project for 5 entrance features. She noted that it was not agreed to spend all the funds on entrance features. The Steering Group consists of 5 volunteers and two councillors. The first meeting has been held and the artist, who works in metal, has been selected.</p> <p>Cllr Lloyd requested that it be recorded that the Parish Council will agree where the features are to be sited.</p>	PH/LJ
19/62	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>Work on bus stop island has not yet been completed. Cllr Lloyd to chase. £105 has been donated by the Fete Committee and The News to purchase litter pickers and vests. Cllr Lloyd requested that a tree management plan be considered in the next financial year.</p>	
19/63	<p>PROPOSAL FOR A PARISH DIARY</p> <p>Cllr Jones has reviewed Team Up software. She will set this up and administer it. It will not link into the booking system and will not require any involvement from the Parish Council.</p>	JJ
19/64	<p>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA.</p> <p>a) Emergency Plan table top exercise – Cllr Lloyd. b) Dog Waste bins on Stainswick Lane – Cllr Jenkins.</p>	Clerk
19/65	<p>DATE OF NEXT MEETING</p> <p>Monday 1st April 2019 at 7pm.</p>	

The meeting closed at 8.50pm