

D R A F T

**MINUTES OF THE ANNUAL GENERAL MEETING OF
SHRIVENHAM PARISH COUNCIL
HELD IN THE MEMORIAL HALL, SHRIVENHAM, ON TUESDAY 6TH MAY 2008**

PRESENT:

Councillor Mrs C Dawson
Councillor Mrs S Day
Councillor C Holman (Chairman)
Councillor S Howell
Councillor Mrs P Mullin
Councillor G Tidmarsh
Councillor B Watson

Cllrs R Bartle, K Downton

In attendance Mr D Pratt Clerk to the Council

APOLOGIES: Councillor P Saunders (Chairman)
Councillor Stuart Spencer

1521 ELECTION OF OFFICERS

On the proposition of Cllr Tidmarsh, seconded by Cllr Bartle, Cllr Holman was unanimously elected to the Chairmanship of the Parish Council.

On the proposition of Cllr Mrs Day, seconded by Cllr Howell, Cllr Tidmarsh was unanimously elected to the Vice Chairmanship.

On the proposition of Cllr Howell, seconded by Cllr Tidmarsh, Cllr Mrs Day was unanimously elected as Councillor with special responsibilities for finance.

On the proposition of Cllr Tidmarsh, seconded by Cllr Bartle, Cllr Downton was unanimously elected as the Councillor with special responsibilities for the environment.

The Planning Sub-Committee representatives were re-elected unanimously: Cllrs Bartle, Day, Tidmarsh, Watson and Cllr. Holman who as Chairman of the Council is entitled to attend meetings.

May Day Sub-Committee representatives were re-elected: Cllrs Bartle, Downton, Dawson, Mullin and Tidmarsh.

The Village Plan Group representatives were re-elected: Cllrs Dawson, Howell, Mullin and Watson.

1522 MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on 7 April were approved and signed.

1523 MATTERS ARISING

1512/Public Comments and Requests

Marten's Road pavement. Cllr Tidmarsh suggested in the event that the pavement was not re-laid, the Parish Council could purchase in default. This would mean that the Parish Council appoint a contractor to carry out the work and invoice the County Council. **The Clerk was instructed to investigate the matter further and write to the Highways Department giving three months in which to carry out the work otherwise the Council would purchase in default.**

1512 High Street Businesses The proprietor of Treasure Chinese Takeaway had contacted the Council stating that the shop front would be decorated once the weather improved. No replies had been received from Rafu's, One Stop shop or Punch Taverns.

1512/1500/1496 Armed Forces Housing Cllr. Bartle reported that an Early Day Motion had been signed by 300 MPs on this housing issue. It is a common complaint among Servicemen leaving the Forces that they are not being recognised as being in need of housing as they have not been on the housing lists. Consequently, they are placed at the bottom of the housing list. A similar situation arose where servicemen serving away and wished to return to their original home areas. Cllr Tidmarsh informed the meeting that the College Chaplaincy were most concerned at the situation and Cllr Dawson intimated that there was further information available from the College.

1512/1502 Banking Arrangements. The Clerk informed the meeting that both new accounts with the Co-Operative Bank would be available from 8th May.

1512/1503 Station Road Traffic. A reply from the police had been received stating that they had not received the letter sent in February with the information from the 2003 Traffic Survey. A further copy was forwarded by recorded delivery.

1512/1506 Bus Shelter. Dr Crocket had contacted the Council regarding the design of the proposed bus shelter but there was nothing further to report from the County Council. Cllr Holman was concerned at the large puddle of water by the bus stop after heavy rain. The Clerk reminded members that both the Highways Authority and the Water Company had excavated the area without finding the cause of the problem.

1516 Swindon Expansion Cllr Howell reported that he had received electronic copies of maps from Swindon which would shortly be published on the website.

1517 Stainswick Lane Housing. The Chairman reported that he would shortly hold a meeting with the contractor together with Cllr Tidmarsh and the Revd Hancock, who both had concerns regarding disruption to funerals. He had also requested a copy of the 106 agreement from Sovereign Housing.

With regard to ensuring that tenants had a local connection, Cllr Dawson reminded members that the District Council's website gave an up to date Housing List. The Chairman proposed that the Vale Housing Officer be invited to a future meeting to discuss Councillors' concerns over the Housing List.

1524 ACCOUNTS

Cheques paid in April and for payment in May were approved with the following additions.

Void			2613
Post Office	May	Second Class Stamps	2614
OALC`	April	Annual Membership	2615

The Income and Expenditure draft accounts were presented by Cllr Mrs Day. She brought members' attention to those items which had been overspend but was able to assure Councillors that there were good reasons for the expenditure. The unaudited accounts were accepted for presentation at the Annual Parish Assembly.

1525 REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF COUNCIL

Vicarage Lane Flooding. Cllr Watson had continued to meet with Thames Water officials who were unsure as to the cause of the flooding in July 2007. The most probable cause was a faulty penstock valve.

Joint Liaison Committee. Cllr Tidmarsh had attended the meeting at the College and reported that fourteen sites were to be re-organised and there would be several moves to incorporate outside defence establishments. There was interest in renaming the College and suggestions would be welcome. There was also a possibility that a police forensic vault would be established at the college. Other improvements were an international students office, a gymnasium, dentist and doctor's surgery. The Longcot Road entrance was to be re-opened for emergencies and College officials had expressed

an interest in the question of the Faringdon Road pinch point. Cllr Tidmarsh had also learned that the refurbished barn at Shrivenham School would be available for hire and that the Health Visitors and the Faringdon drop in centre had expressed an interest. The College officials had not been aware of the Swindon expansion and were interested to learn that the plan included development of both sides of the A420.

1526 NEIGHBOURHOOD ACTION

Cllr Bartle, the Council's representative on this Group, had so far been unable to attend any meetings and had therefore not been able to influence future meeting dates. The normal meeting date of Thursday was inconvenient. Cllr Downton volunteered to attend and represent the Council and in the event that he was unable to attend, Councillors would be emailed, asking for further volunteers.

1527 SWINDON EXPANSION

Cllr Holman had attended a meeting in Bourton where two officers from Swindon Borough Council had been in attendance. The plans were still at an early stage with regard to the infrastructure but the flood plains had been identified and there were ideas to provide lakes for recreation. Consultants were to be appointed for transport and highways. Mr Hood, the Vale Planning Officer, had put forward a good case on behalf of both Shrivenham and Bourton but Cllr Watson believed that there was a danger of the development being led by a Developer. A master planning exercise was to be run in parallel. The next meeting was in three months. Cllr Tidmarsh, who had also been in attendance, reported that the South Marston representatives had been concerned by the proposal that the development would completely surround the village.

1528 VILLAGE PLAN GROUP

Cllr Howell reported that questionnaires would be delivered to every house and business in Shrivenham so that a detailed survey could be conducted.

1529 ANNUAL PARISH ASSEMBY AGENDA

A draft agenda was circulated and agreed with the attached amendments.

1530 RISK ASSESSMENT

Following investigation by both Cllrs Bartle and Watson, they had reached the conclusion that this was too complicated a subject to be considered in a short space of time. They proposed, and it was accepted, that they would carry out a detailed assessment together with the Parish Clerk, incorporating the recent Health and Safety survey.

1531 STAFF MATTERS

These matters were treated as confidential.

1532 MAY DAY MINUTES

The Minutes of the meeting held in April were accepted. Cllr Bartle gave a resume of the recent events including "Ain't Misbehavin", the St George's Day lunch and Concert and the May Day Celebrations. The questions regarding finances will be discussed at the June meeting. Cllrs unanimously thanked the May Day sub-committee for their work in organising the events.

1533 PLANNING MATTERS

Cllr Tidmarsh reported that he had received information concerning the Permitted Development at Cherry Bungalow, Station Road. Kitchen equipment had been installed and blinds erected at the windows. The Clerk was instructed to inform the District Council Enforcement Officer.

Several Councillors expressed interest in the proposed Sandy Lane development and were informed that the land had been sold to a developer. No planning application had been received and Councillors were not able to comment any further.

The following were considered during April

11340/81	RMCS	Internal alterations, Building 78	No Objections
7180/3	Fairview, Northford Close	Retrospective application for alterations to garages	In Circulation

The following planning decisions were received:

200042	Land adjacent to 31 Stainswick Lane	Erection of fourteen dwellings,	PERMIT
13450/1	7 Claypits Lane	Demolish existing garage, erect garage and store	REFUSE
5532/8	Pennyhooks Farmhouse Pennyhooks Lane	Partial demolition and rebuilding detached garage	PERMIT
20455	4 Beckett Stables, Northford Close	Create 1 st floor accommodation over garage	PERMIT

ANY OTHER BUSINESS

1534 Street Cleaning Schedule

Cllr Howell reported that once he had decoded the schedule, it would be reported on a weekly basis on the website.

1535 Highworth Road Development A letter had been received from A & N Sampson seeking approval for the name “Windmill View” for the new access road. Councillors felt this was inappropriate and supported a numbering scheme using Highworth Road as the address. Three Councillors signed the Deeds of easement for drainage and stopping up the access track to the Cottages and Football Club.

1536 High Street Flooding Cllr Howell reported that after recent heavy rains the pavement outside the Barrington Trust Homes on the High Street had become flooded. The Clerk had previously written to the Highways Authority and was instructed to follow up the correspondence. Cllr Holman suggested that photographs be taken by members of any road or drainage problems and forwarded to the County Council.

1537 Memorial Hall Car Park Cllr Bartle had observed a motorcyclist behaving in a dangerous manner and requested that any further observations particularly as regards registration numbers should be passed to the police.

1538 Martens Road Car Park. Cllr Downton brought members’ attention to the lack of signage for the entrance to the new houses to the south of the car park. The Clerk was requested to contact the owner pointing out this potential problem.

The meeting closed at 9.15.

STAFF MATTERS

Councillors reviewed the annual rate of pay for the Village Handyman. It was currently set at £7.90 per hour and an increase of 3% would provide an additional 24p. Members were appreciative of the amount of work carried out by Mr Jones and unanimously **resolved**: To increase the rate of pay to £8.15 per hour.