

**DRAFT MINUTES OF THE MEETING OF SHRIVENHAM PARISH COUNCIL
HELD IN THE MEMORIAL HALL, SHRIVENHAM
ON MONDAY 7th SEPTEMBER 2009**

PRESENT: Councillor R Bartle
 Councillor Mrs C Dawson
 Councillor Mrs S Day
 Councillor C Holman (Chairman)
 Councillor S Howell
 Councillor S Spencer
 Councillor G Tidmarsh
 Councillor B Watson

In attendance Mr D Pratt Clerk

APOLOGIES:
 Councillor Mrs P Mullin
 Councillor P Saunders
 Councillor K Downton

ADDING LIFE TO YEARS

The Chairman welcomed Emily Lewis from ORCC, the Adding Life to Years coordinator. She explained that the focus of this project was on rural communities to encourage physical and mental wellbeing, mainly for the over 50's. There was limited financial help available for "mini information fairs" at which all village organisations would be represented together with the PCT, green gym and doctor's surgery. It would be a half day event and could possibly link with the village plan. Councillor Watson was in favour of the idea particularly as it linked with the draft village plan. Emily Lewis drew members attention to a mini fair held at Great Tew which had led to increased membership of local organisations and had attracted quite a few new facilities. As a direct result a community monthly lunch was held. Cllr Spencer welcomed the idea particularly as this village had a great number of organisations with people prepared to run them. In conclusion Mrs Lewis stated that she believed that it was better for people to have face to face meetings with representatives of organisations than a leaflet drop to all households. The Chairman enquired whether help for older people to use computers would be part of the remit to which he received a favourable reply.

HOUSING NEEDS SURVEY

The Chairman welcomed Anna Kennedy, the Rural Housing Needs Officer who reminded Councillors that the original Needs Survey in 2004 had identified over 30 families in the village in need of affordable housing. She asked Councillors to consider whether the outlying villages of Bourton, Ashbury, Longcot and Compton Beauchamp should be included in the survey. The Diocese had indicated that where surplus land existed they were prepared to release it for affordable housing needs. Councillor Watson pointed out that housing needs had been identified in the village plan and Cllr Spencer asked whether as Shrivenham already had 14 affordable houses there would be any funding. Mrs Kennedy replied that Government must fund as the need is identified. In recent months there had been very little private development in the Vale and that the majority of the building was of the affordable type. Cllr Mrs Day pointed out that the one shared ownership property in Glebe Close had been taken by a family from Swindon and Mrs Kennedy replied that the Housing Associations were obliged to accept a bid from outside the area for share ownership. Cllr Tidmarsh asked whether the draft shown to councillors would show photographs of Glebe Close and received assurance that it would. The Chairman thanked both Mrs Lewis and Mrs Kennedy for attending the meeting.

1865 DECLARATIONS OF INTEREST

There were none.

1866 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on the 6th July 2009 were approved and signed.

1867 MATTERS ARISING

1848/1829 Dog Bins. No further information. *(After the meeting it was noted that a Rubbish Bin had been installed in Station road)*

1850 Display Boards. Unfortunately Cllr Holman had been unable to research suppliers and costs.

1853 Kebab Van. The Chairman had attended the Licensing meeting and had felt it was a waste of time. There were 68 pages of report, a great number of officers and the applicant was not present. He reminded the meeting that in 1993 the Parish Council had requested that the High Street and surrounds be de-classified as a "permitted trading street" and this had been re-requested by the current Parish Council. He was given to understand that the officers considered this request a low priority and that he felt that this was symptomatic of being at the edge of the District boundary.

1855 VAS Speed Sign. The Clerk had been in touch with the Street Lighting dept who could find no records later than March of this year regarding the non functioning sign. A salvaged unit would be available at a minimal cost. Cllr Bartle believed it was a good reminder to people to slow down whilst Cllr Spencer considered a rest for 6 months without the sign would be a good thing. Cllr Watson agreed with Cllr Bartle and the Chairman believed that there was significant public opinion for a 20mph speed limit. It was agreed that the Clerk should seek the cost of a salvaged unit.

1858 MAY DAY SUB COMMITTEE Cllr Bartle reported that the production by Oxford Playhouse was excellent with an audience of some 50 people. This had meant a small profit to the Council and the theatre company. In his opinion it had been performed at the wrong time and that a month either way would have been better timing.

1859 Garage. The Clerk confirmed that there were Council Taxes liable on this building and that the Trust at a later meeting would be discussing the matter further.

1862 A420 Roadworks. The Chairman had reported that the traffic lights had been taken down and Cllr Howell felt that this was a temporary measure as he had had indications that it would continue until mid September. The Chairman had attended a meeting regarding diversions from the A420 for emergency procedures. He had been surprised that it was no longer the Police who put diversions into place but the responsibility of the County Council who had a 24 hour call out.

1868 ACCOUNTS

The Accounts and payments for July and August were approved.

1869 REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL

There were none.

1870 CHAIRMAN'S ANNOUNCEMENTS

There were none.

1871 VILLAGE PLAN.

Cllr Watson informed the meeting that this final draft, subject to agreement, would be going to print this week. There had been a lot of hard work to reach this stage and they were planning to print 1000 copies to be delivered to every house in the village. There would be a public meeting in October to comment on the results and it was hoped the next stage of forming groups to realise the plan would be launched at that time. The Chairman congratulated Cllr Watson and his team and enquired what the next stage was? It was important for the Council to support the plan and asked for comments from members. Cllr Bartle was concerned that certain items within the plan were outside the control of the Council and proposed that Council should receive the plan. Cllr Spencer agreed pointing out that the detail in the village plan needed careful consideration. Cllr Tidmarsh suggested that the Council should go further but only supporting items the Council could affect. Cllr Watson reminded members that the plan had originated with the Parish Council but that an independent committee had been formed. There had been constant consultations and the draft plan was a set of aspirations rather than commitments. Cllr Howell was concerned that when the focus groups lobbied other organisations one of the first questions would be "has the plan been adopted by the Parish Council?" The Chairman agreed and stated that full Council support was of paramount importance to the adoption of the plan. Cllr Spencer agreed that the plan group had to be independent and proposed that the Parish Council receive the plan and support it in principle. Cllr Watson was disappointed with member's comments and that although there was agreement that the work had been carried out well members were not prepared to support the plan whole heartedly. Cllr Mrs Day could see a problem with various items in the plan such as the need for affordable housing against a public wish for no extra building. Cllr Watson thought that the Parish Council should act as a monitor and review any actions to be undertaken and promote and facilitate various items. In many ways the plan was the voice of the village. Cllr Spencer reminded members that the Parish Council had been elected to be the voice of the village and that there were bound to be differences between the aspirations of the village plan and Councillor's opinions. On the proposition of Cllr Bartle and seconded by Cllr Spencer it was **resolved**: that The Parish Council welcomes the village plan and endorses its findings which will inform this Council's future plans.

1872 Organisation and Finance Sub Committee: Cllr Bartle, Chairman of the sub committee explained that at the first meeting the committee had developed its terms of reference. These were to examine value for money, income and expenditure, where it is spent and more particularly the major expenditure of the Council Staff salaries. He reminded members of the history of employment and that originally Mrs Athawes had been employed to assist the Clerk whilst grant applications were being made for major hall works. Mrs Thacker-Pugsley was brought in to take care of Trust matters. Committee members were also to look into how the handyman's hours were spent with regard to contract work for other village organisations. The Staff had been requested to fill out time sheets to assist the committee in its quest for information. It was possible that they would look at increasing the amount of time the office was available to the public or conversely restricting public access hours. They would also look into the question of how and when 106 monies were requested and used. The Clerk had indicated that he would like to retire and they would look at advertising for a replacement Clerk. The question of Clerk's training for Quality Council status would be considerably assisted by the forthcoming meeting by the SLCC representative. The Committee would ensure that there would be a smooth handover by the present incumbent and his replacement. Cllr Howell was concerned that by advertising too swiftly Councillors would not have time to ensure that the candidate they sought was the most suitable either with or without training. Cllr Spencer was not clear on the benefits to the Council and Parishioners by employing a Clerk with the required qualifications. Cllr Watson reminded members that at a recent meeting on "The Power of Wellbeing" neither he, nor his colleagues could find any value. Cllr Bartle agreed stating that as far as he could see the only need for a qualified Clerk would be that the candidate had a "finger on the pulse of legislation". Cllr Spencer wanted to ensure that the job description reflected the calibre of candidate required to fill the post. The candidate should be able to make changes to the system and be able to operate a secure financial package and be flexible in their approach to the work. Cllr Tidmarsh asked members to bear in mind that current staff would qualify for training.

1873 DIRECT INFORMATION SERVICE

Cllrs. had received information regarding a new weekly information service direct from the National Association of Local Councils. Cllr Howell believed it would be a valuable aid in that it was up to date information rather than somewhat outdated information received through other publications. On the proposition of Cllr Howell and seconded by Cllr Bartle it was **resolved**: to subscribe for one year and then review the worth of the subscription. In the meantime the annual subscription to "The Clerk" would be terminated.

1874 PLANNING MATTERS

The following applications had been received during July and August:

20892	4 Stallpits Road	Erect replacement bungalow and garage	No objections
19548/4	Rear of 6 Stainswick Lane	Erect temporary signage	Concerns about size
17114/2	8 Stainswick Lane	Erect conservatory	No Objections
7790/4	Wellington, Faringdon Road	Erect garage and studio	No Objections
20957	27a High Street	Extension and Barn conversion	Concerns over size of glazing
5875/7	The Gulshan, High Street	Extension	Concern over exclusion of leaded windows
7101/3	4 Claypits Lane	Demolish store and erect new	No objections

The following decisions were received.

19548/4	Rear of 6 Stainswick Lane	Temporary signage	Consent
20881	30 High Street	Conversion of existing house to create ground floor apartment and 3 bedroom maisonette	Permit
4688/2	St Andrew's Vicarage	1 st floor extension and alterations	Permit
20892	41 Stallpits Road	Erect replacement bungalow and garage	Permit
20862	27 Highworth Road	Demolish existing side and rear extensions and garage and erect new	Permit
16414/3	Land to rear and south of Park Ave	Erect new house	Permit
20360/4	Land adjoining 15 Manor Close	Erect 2 two storey detached dwellings	Permit
17114/2	8 Stainswick Lane	Erect conservatory	Permit

ANY OTHER BUSINESS

1875 Horspath Parish Council and Wind Turbines. A request had been received for a Councillor to attend their October meeting when they would be discussing a wind turbine application. Cllrs declined the invitation.

1876 Acorn Centre. A letter had been received inviting the Chairman to attend a meeting at the Elm Tree Surgery to attempt to address the closure of the Acorn Centre. The Chairman will report back to Council on their findings.

1877 Cemetery Management Course. A course is to be held on the 7th October at Daventry but Councillors felt it was more realistic for the replacement Clerk to attend such a course in the future.

1878 Surplus signage. Cllrs attend was brought to the Ledbitters' signs on Fairthorne Way and the High Street that were now no longer required as the Close was complete. The Clerk will contact Ledbitters accordingly.

1879 Cemetery Gates. Cllr Spencer reported that the cemetery gates required some attention and that the northern hedge bank had become overgrown and required levelling and strimming. The Clerk to contact Ross Muir regarding the hedge and obtain estimates (labour only) for repainting the cemetery gates.

1880 Parking on pavements. Cllr Bartle had received an e-mail reporting an increase in vehicles parking on the pavement. This is a police matter but Cllr Spencer pointed out that some of the wooden posts on the High Street had been broken or removed allowing vehicles to access the pavement. He hoped that the wooden posts would be replaced by steel Victorian bollards.

The meeting closed at 8.55 pm.