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**MINUTES OF THE MEETING OF SHRIVENHAM PARISH COUNCIL
HELD IN THE MEMORIAL HALL, SHRIVENHAM
ON MONDAY 2nd NOVEMBER 2009**

PRESENT:

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

In attendance Mr D Pratt Clerk

APOLOGIES:

Councillor R Bartle

Mrs Cynth Napper of Oxfordshire Nature Conservation was present and gave a presentation on section 40 of the NERC Act 2006 and the responsibilities of Parish Councils for Bio Diversity. The Tuckmill Brook flood plain has been identified as an important area and land owners will be approached to encourage them to manage the land sympathetically. Match funding is available up to a maximum of £150 to employ an Ecologist to carry out a survey of the Parish. The Chairman thanked Mrs Napper for the presentation.

1899 MINUTES: The minutes of the meeting held on 5th October were approved and signed.

1900 MATTERS ARISING:

1882/1867/1850. Display Boards. The Boards had arrived in time to be used at the Village Plan Meeting.

1882/1867/1855. VAS speed sign. Confirmation had been received that the Sign was undergoing refurbishment and would be installed in the near future.

1882/1879. Cemetery Gates. The Paint had been delivered but not collected.

1897. Unauthorised sign, Rafu's Restaurant. No action had been taken by the District Council as there was insufficient District Council staff

to investigate this non urgent matter. It was suggested that a letter be sent to Rafu's requesting the sign be taken down.

Cllr Tidmarsh had noted a number of unauthorized signs for Beckett Place which in his opinion were excessive and should be removed. They had only been erected after the sales office opened and he had also noted that Sandy Lane was in a filthy state because of Lorries bringing mud etc onto the road. Cllr Spencer believed these were directional signs for the delivery of materials to the site. Cllr Tidmarsh volunteered to count the signs and report back.

1901 ACCOUNTS: The Accounts for October and for payment in November were approved.

1902 CHAIRMAN'S ANNOUNCEMENTS: Both the Vicar and members of the Congregation thanked the Parish Council for funding the cleaning and refurbishment of the Village Clock. He had received many favourable comments on the excellent workmanship and the finished look of the clock face. He was pleased to announce that sufficient funding had been raised to complete the work on the Church weathervane. He would be attending the next meeting of the College Liaison Committee and would be raising the completed Village Plan together with the Environmental Plan and a request that Students arriving from overseas be given driver training on arrival. This had been brought about by an incident on the pedestrian crossing. Cllr Downton was surprised that this was not already in place as it had been a requirement for all service personnel on arriving in Germany.

1903 STAFF MATTERS: On the proposition of Cllr Tidmarsh seconded by Cllr Mrs Day it was **resolved:** to approve the Staff pay increase as recommended by NALC with effect from 1st April 2009.

1904 VILLAGE PLAN: Cllr Watson gave a resume of the recent Open Meeting which had attracted forty nine residents. The purpose had been to advertise the plan and recruit members to the various pressure groups. The latter had been partially successful but they were still awaiting the return of a number of Interest Forms. The Chairman congratulated Cllr Watson and the Group for organizing a most interesting evening.

1905 ORGANISATION AND FINANCE SUB COMMITTEE: Cllr Mrs. Day had carried out an analysis of the staff timesheets which had been further refined by Cllr. Spencer. This had proved most useful as it highlighted the amount of time spent on preparing Minutes and Accounts. A significant amount of time was taken up with "briefings" which ranged from Staff meetings to Contractors and Councillors discussing business. The survey had been carried out during July and August, the traditionally quiet time for Council Visitors. The sub committee had recommended that Visitor times be restricted to allow Staff a clear run to complete the regular administrative tasks. On the proposition of Cllr Saunders

seconded by Cllr Downton, it was **resolved**: to allow public access to the office between the hours of 9am and twelve noon from 1st January 2010. Councillors would telephone the Clerk prior to arranging a meeting time and Parishioners would be urged to telephone or e-mail the office when arranging to call. This did not preclude afternoon calls for pre-arranged meetings.

Cllr. Spencer explained that the Clerks post could be advertised in the December and January editions of "The News, The Link, Faringdon What's On and the Stratton News". He would liaise with the Chairman and the Clerk to produce a suitable advertisement and agree a closing date. Cllr Tidmarsh enquired whether the sub-committee would carry out short listings and interviews. Cllr Spencer believed this process would be carried out by the Chairman, Cllr. Mrs. Day representing the Trust, Cllr Bartle and the Clerk. Cllr Howell enquired whether on the retirement of Mrs Athawes a replacement would be required. Cllr Mrs. Day replied it was difficult to give an opinion without knowing the capabilities of the Clerk's successor. It was hoped that Mrs Thacker Pugsley would be trained in the accounts system once the Hall bookings were transferred to the Hall Supervisor.

1906 QUALITY COUNCILS AND CLERK'S TRAINING: Cllr Saunders had questioned a number of people both at District and Parish level with regard to Quality Council status. The overwhelming opinion was that it was not worth the time or expense to have Quality status. Only one Parish Council in the Vale had obtained the status and had gained no further powers. It appeared that this was an initiative from NALC who saw it as a way to transfer some powers to the grass roots. This had not happened and was unlikely to happen in the near future. Therefore, he recommended that whilst it might be desirable to appoint a fully qualified Clerk, it was most unlikely one would apply and that Council should look for someone with experience of administration and finance. Cllr Spencer agreed saying it should be a requirement that a successful applicant be trained to understand local Govt. responsibilities, administration and finance by taking the CILCA training.

1907 STREET NAME FOR SANDY LANE DEVELOPMENT: All members with the exception of Cllr Tidmarsh agreed to suspend Standing Orders whilst this item was discussed. The Council's original proposal "Sandy Ground" had been rejected by the developers who preferred a name including "Beckett" or "Barrington". The meeting was unanimous in agreeing that there were too many streets with these names and on the proposition of Cllr Mrs.Day seconded by Cllr Saunders it was **resolved** to give a choice of three names with explanations as to the reason and history.

1. Sandy Close
2. Knapp Close
3. Charlotte Close (after the late Viscountess Barrington)

Cllr Tidmarsh requested that the Developers be asked to ensure that Sandy Lane be swept regularly to avoid a build up of mud and building materials. Cllr. Saunders agreed pointing out several trees and a hedge had been lost at this site, contrary to the presentation made earlier in the meeting and the Planning Committee should look carefully at future applications.

1908 REQUEST FOR GRANT FROM SOUTH AND VALE CARERS: In previous years Council had made a grant of £50 and as ten Parishioners were currently receiving advice and other benefits from this organisation on the proposition of Cllr Saunders, seconded by Cllr Tidmarsh it was unanimously **resolved** to make a £50 grant under the powers of section 137.

1909 LEAF COLLECTION AND STREET WEED KILLING: As only one estimate had been received because of the Postal disruption, it was agreed to hold this item over to the next meeting.

1910 PLANNING MATTERS

The following applications were received in October

20862	27 Highworth Rd	Amended plan rear and side extensions	awaited
3975/2	5 Cowleaze Close	erect Orangery	No objections

The following decisions were received

20957	27A High Street	Demolish Sun room extend and convert Barn to ancillary accommodation	Permit
7101/4	4 Claypits Lane	Demolish store	Permit
5258/1	3 Farleigh Road	Erect conservatory	Permit

Cllr. Tidmarsh reminded members that it was possible to look on the Vale Web Site at Planning applications and to make comments. Having read the Vale plan, he was surprised how little (£14,000) would be saved by using this method for future planning applications. Cllr Saunders agreed but had fears that this method would encourage the growth of delegated powers to Officers and the Chair of Planning rather than submitting applications to full Committee.

A O B

1911 AFFORDABLE HOUSING: Cllr. Mrs. Day had received a visit from the Housing Funding Association and completed a questionnaire regarding the quality of the Affordable Housing in Glebe Close. She understood that they were impressed with the development and would be prepared to consider a further application to fund should a Housing needs survey provide information of need. The Chairman had been told that there was a video recording of the Bishop of Reading's address at the Glebe Close opening which had impressed a meeting debating the Affordable Housing issue. He proposed making enquiries to obtain a copy for future use.

1912 TWINNING: Cllr Spencer had received some queries regarding the state of the Twinning with Mortree. Cllr Saunders had hoped that Mrs. Angela Morrison would resurrect the Twinning Committee but as she was now partly domiciled in Sussex, there seemed little likelihood of this coming about. He was also under the impression that there was not a great deal of interest from Mortree in making the Association more active. The District Council are currently giving grants of around £550 to encourage Twinning Associations to be more proactive. As far as he knew, there were no similar incentives in France. However, he was prepared to investigate the matter on the French side. Cllr Spencer believed that Twinning should be rethought to bring in new ideas and perhaps a new Chairman to replace Mr. Vic Day who was currently indisposed. Cllr Tidmarsh felt the present Twinning Association should be closed and perhaps look for a fresh Twin. Lechlade had a vigorous association and were in close touch with their twin. The Chairman proposed that Cllr Saunders investigate the French side and Cllr Spencer to look at the Shrivenham end.

The Meeting closed at 8.50pm.