

SHRIVENHAM PARISH COUNCIL

Minutes of Monthly meeting held on Wednesday 6th March 2024 at 7pm

In the Vic Day Hall at the Memorial Hall

Present:, Cllr Richard Bartle (Chair), Cllr Bob Sheldon, Cllr Julia Jones (JJ), Cllr Elaine Ware (EW), Cllr Nathan Woodhouse (NW), Cllr Simon Howell (SH), Cllr Claire Winfield (CW), Cllr Gerard Pearson (GP)

In Attendance: Julia Evans, Lyn Frape

County Councillor:

District Councillors:

Public: 2 Members of the public

24/62	APOLOGIES FOR ABSENCE County Cllr Constance, District Cllrs Patel and Foxhall , Cllrs Brown, Coffey and Watson.	
24/63	DECLARATIONS OF INTEREST None.	
24/64	MINUTES OF THE PREVIOUS MEETING The minutes of the Parish Council meeting held on 7 th February 2024 were approved. Proposed Cllr Sheldon, Seconded Cllr Howell. RESOLVED. The minutes were signed.	
24/65	<p>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA</p> <p>a) 24/37 (24/05 - 23/285 - 23/255 - 23/228 - 23/199 - 23/173 - 23/145 – 23/121 – 23/66 – 23/14). Parking on the High Street. Cllrs Howell and Bartle had met with OCC. A formal plan was due in the next few weeks. Key points of the proposed scheme were: i) 3 hour waiting restriction on the High Street on Mondays – Fridays; ii) Initially yellow lines will remain in place; iii) hatching will be introduced by IV Florist and by One Stop; iv) the bays in front of the Coop will be marked out diagonally; v) there will be two additional disabled bays outside the pharmacy; vi) bike racks near the surgery will be removed an parking improvements will be made; vii) there will be double lines at Manor Lane and Hazells Lane; viii) there will be changes outside the Vicarage and Bloomfields. Residents will be able to purchase parking permits. Enforcement is likely to be via CPE. There will be a formal consultation which could be in June. It was noted that parking was one of the most mentioned topics on social media.</p> <p>b) 24/37 (24/05 - 23/285 - (23/255 - 23/228 - (23/200) – 20mph Speed limit issues (SID installation) – Project complete.</p> <p>c) 24/37 (24/05 - 23/285 - 23/255 - 23/228 - 23/200) – Planning enforcement matter. Cllr Bartle had written to the Vale again and had received a reply which he read out. It did not address the issue. Building was ongoing and the units were up for sale. It was suggested that Cllr Bartle write to the Chief Executive and make a formal statement at the next Vale meeting.</p> <p>d) 24/37 (24/05 - 23/285 - 23/255 - 23/228 - 23/202) – Vale policy on waste bins. No update.</p> <p>e) 24/37 (24/08) – Rough sleeper in Martens Road car park. The Clerk had contacted the solicitor who was not able to deal with this case. He had suggested that a larger law firm should be approached. Following discussion, it was agreed to leave the</p>	<p style="text-align: center;">SH</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">KF/VP/RB</p> <p style="text-align: center;">VP</p>

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	<p>matter under review until next month. Any issues were to be reported.</p> <p>f) 24/44 Spare Defibrillator pads. The spare pads had been installed.</p>	CLOSED
24/66	<p>PUBLIC REPRESENTATION</p> <p>a) Path adjoining Cross Trees Park. The state of the path was raised. It was noted that discussions were being held with Cala.</p> <p>b) Rats on the allotments. A resident questioned whether a formal pest controlled had been used to deal with this problem. It was confirmed that a specialist had been engaged.</p> <p>The members of the public were thanked for attending.</p>	
24/67	<p>COUNTY COUNCILLOR'S REPORT</p> <p>Cllr Ware reported that Cllr Constance was making good very progress and was expected to be home in the next few days.</p>	
24/68	<p>DISTRICT COUNCILLORS' REPORT</p> <p>A written report had been circulated. The following comments were made:</p> <p>a) Sewage Leak on the golf course. Cllr Bartle noted that this sort of incident needed to be reported immediately.</p> <p>b) Changes to the garden waste service. The changes that were to come into effect in 2025 were noted. There was some concern about how the new scheme would work and the permanence of the new bin stickers.</p>	
24/69	<p>CLIMATE EMERGENCY ACTIONS</p> <p>No report.</p>	BW
24/70	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Canal Park. Cllr Bartle had attended a tree planting ceremony thanking Alan Norris and Graham Banks who had spent 30 years working on the canal park.</p> <p>b) School Travel plan. The Parish Council's comments on the school travel plan had been ignored and permission had been granted.</p> <p>c) Council reserves. Referring to comments made at the February meeting Cllr Bartle pointed out that the general reserve was not high and in fact, did not meet minimum requirements.</p> <p>d) 2024/25 Precept. The increase in the precept would be £2.43 per month over 12 months. The Parish Council had kept it as low as possible. The reasons for the increase were outlined.</p> <p>e) Grass cutting. ITTs had been sent out.</p> <p>f) Path adjoining Cross Trees Park. A meeting had been held with representatives from Cala. Suggestions for a solution to the problem had been put forward by the Parish Council but the Cala representatives did not have the authority to make any decisions about the path. There had been confusion over who owned the land, and this had been clarified. The District Councillor had attended because of complaints about flooding in the area.</p>	

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24/71	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>a) O&F Committee – The minutes of the O&F Committee meeting held on 27th February had been circulated. Everything that was discussed was on the agenda for this meeting.</p>	
24/72	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) Townsend Road. This had been covered in minute reference 24/65 above.</p> <p>b) Correspondence with the Doctor’s Surgery. The surgery had submitted a bid for the old school site but it had been turned down because developers had put in a higher bid. Cllr Bartle was in discussion with the surgery. It was noted that an open letter had been published by the practice.</p>	
24/73	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>Cllr Ware had attended a community liaison meeting at the Defence Academy. Two presentations were given about the Afghan families who had moved to the area. The discussion centred around the lack of communication and it was agreed that a formal communication would be developed with Shrivenham and Watchfield Parish Councils.</p>	
24/74	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – January 2024. The reports were reviewed and approved. Proposed Cllr Sheldon, Seconded Cllr Ware. RESOLVED.</p> <p>b) February Payments – The payments were reviewed and approved. Proposed Cllr Sheldon, Seconded Cllr Ware. RESOLVED.</p> <p>c) Transfers to EMR. The proposed transfers were reviewed and approved. Proposed Cllr Pearson, Seconded Cllr Ware. RESOLVED.</p>	
24/75	<p>ANNUAL REVIEWS</p> <p>a) Standing Orders. The standing orders were reviewed and approved. Proposed Cllr Sheldon, Seconded Cllr Ware. RESOLVED.</p> <p>b) Financial Regulations. The Financial Regulations were reviewed and approved. Proposed Cllr Sheldon, Seconded Cllr Ware. RESOLVED.</p> <p>c) Risk Assessment. The risk assessment had been reviewed. Further additions were required to ensure all risks had been identified. An updated risk assessment was to be presented for approval at the April meeting.</p> <p>d) Asset Register. The asset register had been reviewed. An asset audit was underway, and the asset register was to be finalised by the end of March.</p>	<p>GP</p> <p>Clerk</p>
24/76	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P24/V0397/HH – 4 Martens Close. Roof change, replacement single storey side extension, rear dormer, new external insulations and internal re-modelling. Response due by 11th March. There were no objections.</p> <p>b) P24/V0277/T28 – 1,3,14,15,16 Days Ground & 1,7,12,18 Common Close. Notification of BT's intention to install fixed line broadband electronic communications apparatus under Regulation 5. 1 x 424283.4, 189352.5 14, Days Ground 10M Medium Wood 1 x 424254.6, 189351.8 3, Days Ground 9M</p>	

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	<p>Medium Wood 1 x 424266.4, 189325.3 15 Days Ground 9M Light Wood 1 x 424266.0, 189295.8 16 Days Ground 11M Light Wood 1 x 424214.5, 189286.9 1 Days Ground 12M Medium Wood 1 x 424212.5, 189222.8 1 Common Close 12M Medium Wood 1 x 424155.5, 189215.3 18, Common Close 9M Medium Wood 1 x 424105.1, 189201.5 7 Common Close 9M Medium Wood 1x 424161.6, 189253.6 18 Common Close 9M Medium Wood 1 x 424104.5, 189243.3 12 Common Close 9M Light Wood. For information only.</p> <p>c) P24/V0269/T28 – 5,9,13,15,17,19, 23 Park Avenue and 1,9,14 Medlar Road and 2,3 Lake Road and 5 Beckett Avenue. Notification of BT's intention to install fixed line broadband electronic communications apparatus under Regulation 5. 1 x 9M Medium Wood Pole 5 Park Avenue - 424517.8, 188879.8 1 x 9M Medium Wood Pole 9 Park Avenue - 424556.1, 188905.8 1 x 10M Light Wood Pole 13 Park Avenue - 424561.9, 188944.8 1 x 9M Medium Wood Pole 15 Park Avenue - 424569.6, 188984.4 1 x 9M Medium Wood Pole 15 Park Avenue - 424565.8, 189022.9 1 x 11M Light Wood Pole 17 Park Avenue - 424528.2, 189043.6 1 x 10M Medium Wood Pole 19 Park Avenue - 424488.0, 189036.3 1 x 10M Light Wood Pole 23 Park Avenue - 424416.7, 189027.5 1 x 9M Light Wood Pole 1 Medlar Road - 424394.9, 189101.7 1 x 9M Medium Wood Pole 9 Medlar Road - 424295.3, 189217.3 1 x 9M Light Wood Pole 14 Medlar Road - 424379.7, 189284.5 1 x 9M Light Wood Pole 2 Lake Road - 424405.8, 189312.9 1 x 9M Light Wood Pole 3 Lake Road - 424405.0, 189358.6 1 x 9M Medium Wood Pole 5 Beckett Avenue - 424473.1, 189296.4. For information only.</p>	
24/77	<p>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA None.</p>	
24/78	<p>PLANNING MATTERS – DECISIONS</p> <p>a) P23/V2829/FUL – Defence Academy, Faringdon Road. Installation of a ground mounted Solar PV system. The proposed location is an unused tarmac area which once housed a temporary sports building. The tarmac area has been unused for a number of years. Awaiting determination.</p> <p>b) P24/V0096/HH – 6 Damson Trees. Erection of side and rear single storey extension to include driveway widening and associated landscaping. Awaiting determination.</p> <p>c) P24/V0094/FUL and P24/V0095/LB – The Memorial Hall, Highworth Road, To renovate and update the existing loggia by replacing the windows with full height glazing and clerestory windows; to replace the existing flat roof with single ply roofing membrane and to renovate and update the existing ladies and gents toilets. Parish Council application. Awaiting determination.</p> <p>d) P24/2837/LB – 40 High Street. To replace timber back door with composite PVC door including new frame, handles, security locks and pattern glass. Awaiting determination.</p>	

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	<p>e) P24/V0239/FUL – Shrivvenham Park Golf course, Pennyhooks Lane. Change of use of one parking space to hot food vending van. Awaiting determination.</p> <p>f) R3.0174/23 – Land East of Highworth Road. Details pursuant to condition 14 – School Travel Plan. Granted.</p> <p>g) S/23/0438 - Lotmead Site, Eastern Villages Swindon. Revised documents. Awaiting determination.</p>	
24/79	<p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>a) Cala Development, Highworth Road. This was discussed in minute reference 24/70 (f) above.</p>	
24/80	<p>JOINT LOCAL PLAN CONSULTATION</p> <p>The planning committee had submitted a detailed response. There would be another review later in the year.</p>	CLOSED
24/81	<p>PARISH COUNCIL WEBSITE</p> <p>Cllr Howell was looking into the update of the allotment page.</p>	SH
24/82	<p>COMMUNITY ENGAGEMENT STRATEGY COMMITTEE</p> <p>Cllr Winfield proposed the formulation of a committee to develop a Community Engagement Strategy. There was no seconder. The motion was not carried.</p>	CLOSED
24/83	<p>COMMUNITY TRANSPORT PROJECT</p> <p>A written report had been circulated. At the meeting it was reported that the scheme had an operating committee and S106 funds had been applied for. The group was to be called 'West Vale Mobility'. A start up grant of £500 had been secured. It was expected that the vehicle would be purchased in early summer.</p>	SC
24/84	<p>SCHOOL LIAISON</p> <p>The school was on target for handover on 12th April. An open evening was to be held on 19th March. A grand opening was to be held in July.</p>	JJ
24/85	<p>COMMUNITY SPEEDWATCH</p> <p>A written report had been circulated. At the meeting it was reported that a member of the public had accused the team of trying to hide in order to catch motorists. It was emphasised that catching motorists was not the point of the group. 15 sessions had been held in the last month. There had been no speeding vehicles in the 40mph zone but 376 were over the limit elsewhere.</p>	GP
24/86	<p>S106/CIL FUNDING</p> <p>a) Memorial Hall projects. There was no updated on the S106 application for this.</p> <p>b) Community Art. A meeting had been held with the artist for the Barrington Park project. The Queens Crescent developer had agreed in principle to the project there but there had been no reply from the management company. Abi Brown was working on this.</p>	<p>BW/Clerk</p> <p>JJ</p>
24/87	<p>ALLOTMENTS REPORT</p> <p>Two rent payments were still outstanding. The Deputy Clerk was thanked for dealing with the issue of the dead rat. It was noted that there were a few plots that had rubbish to be cleared. A date was to be arranged for the spring inspection.</p>	RS
24/88	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>a) Tuckmill Meadows SSSI. No update.</p>	BW

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	b) Rewilding the verges. No progress. It was suggested that this be removed from the agenda until there was some progress,	CLOSED
24/89	REPORT ON SOCIAL MEDIA An appendix to the Social Media policy was under development and would be presented in April. a) Trending topics – The main issues being discussed were parking, Elm Tree surgery, escaped sheep, traffic wombles, pot hole filling and sewage. It was noted that there was nothing the council could deal with.	Clerk SH
24/90	DATE FOR THE ANNUAL ASSEMBLY It was agreed that this would be held on Wednesday 17 th April.	
24/91	DATE FOR THE MAY MEETING It was agreed that this would be moved to Wednesday 8 th May.	
24/92	ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA. None.	
24/93	DATE OF NEXT MEETING Wednesday 3 rd April 2024 at 7pm. A Council photograph is to be taken before the meeting.	

The meeting closed at 20.34