

## SHRIVENHAM PARISH COUNCIL

Minutes of Monthly meeting held on Wednesday 3<sup>rd</sup> April 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), Cllr Bjorn Watson (BW), Cllr Lucy Brown (LB), Cllr Stu Coffey (SC)

**In Attendance:** Julia Evans, Lyn Frape

**County Councillor:**

**District Councillors:**

**Public:** 2 Members of the public

24/94	<b>APOLOGIES FOR ABSENCE</b> County Cllr Constance, District Cllrs Patel and Foxhall.	
24/95	<b>DECLARATIONS OF INTEREST</b> None.	
24/96	<b>MINUTES OF THE PREVIOUS MEETING</b> The minutes of the Parish Council meeting held on 6 <sup>th</sup> March 2024 were approved. Proposed Cllr Sheldon, Seconded Cllr Pearson. RESOLVED. The minutes were signed.	
24/97	<b>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA</b> <b>a) 24/65 (24/37 - 24/05 - 23/285 - 23/255 - 23/228 - 23/199 - 23/173 - 23/145 - 23/121 - 23/66 - 23/38 - 23/14) – Parking on the High Street.</b> Consideration of options: Marked out plan had been circulated. Cllr Howell talked through the plan. It was noted that the removal of yellow lines outside the methodist church might be considered in the future. The next step was to feed the Parish Council decision back to OCC who would then go out for public consultation. Plans were to be circulated to other parishes and to the Defence Academy. Clerk to contact them. It was hoped that the scheme would be up and running in the autumn. The plans were approved. Proposed Cllr Howell, Seconded Cllr Bartle. RESOLVED. <b>b) 24/65 (24/37- 24/05 - 23/285 - 23/255 - 23/228 - 23/202) – Planning enforcement matter.</b> Cllr Bartle had written to our District Councillor with the expectation of support but had received no reply. He had also written to the CEO of the Vale. No reply yet. It was noted that the houses were for sale. Cllr Bartle was to speak at the next Vale meeting. It was also suggested that a letter of complaint be written. It was agreed that a further letter would be sent before a formal complaint was lodged. <b>c) 24/65 (24/37 - 24/05 - (23/285 - 23/255 - 23/228 - 23/202) – Vale policy on waste bins</b> - No progress. <b>d) 24/65 (24/37 - 24/08) – Rough sleeper in Martens Road car park.</b> CLOSED.	SH  Clerk  KF/VP/RB  VP CLOSED
24/98	<b>PUBLIC REPRESENTATION</b> <b>a) SID Pole, Station Road.</b> A resident questioned why the SID had not yet been installed on this pole. The process was explained. When asked whether a second SID could be purchased the Parish Council replied that there were no plans for this.	

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	<p><b>b) Parking on the High Street.</b> A resident suggested signing alternative parking options.</p> <p>The members of the public were thanked for attending.</p>	
24/99	<p><b>COUNTY COUNCILLOR'S REPORT</b> Cllr Ware reported that Cllr Constance was now at home and was progressing well.</p>	
24/100	<p><b>DISTRICT COUNCILLORS' REPORT</b> A written report had been circulated. The comment about working with parishes on the relocation of refugees was noted. Councillors commented that no one had consulted with this Parish Council about this.</p>	
24/101	<p><b>CLIMATE EMERGENCY ACTIONS</b> Sustainable Shrivenham had started a campaign to make Shrivenham a plastic free community. Cllr Watson had been asked to join their steering group as a council representative. They would like the council's support for the campaign. Cllr Watson to circulate a motion to this effect in time for the May meeting.</p>	BW
24/102	<p><b>CHAIRMAN'S ANNOUNCEMENTS.</b></p> <p>a) <b>Cherry Tree and plaque in the cemetery.</b> A cherry tree had been planted in the cemetery in memory of the late Julie Sarsons. The accompanying plaque had been ordered and a small ceremony was planned for Julie's family and Council members.</p> <p>b) <b>Meeting with Thames Valley Police.</b> A meeting had been arranged for 18<sup>th</sup> April at 10.30am.</p>	
24/103	<p><b>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</b></p> <p>a) <b>O&amp;F Committee</b> – The minutes of the O&amp;F Committee meeting held on 26<sup>th</sup> March were not yet available. Everything that was discussed was on the agenda for this meeting.</p>	
24/104	<p><b>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</b></p> <p>a) <b>Airspace proposals.</b> Cllr Coffey had spoken to Brize Norton. They were putting forward their own plans. Cllr Coffey was monitoring this. Nothing further to discuss at the moment.</p> <p>b) <b>Vale D C Playing pitches and leisure facilities strategy.</b> The only comment in the Vale Strategy about Shrivenham was about a skate park in Shrivenham. The issue was where to locate it. It was pointed out that a skate park had been considered some years ago, a suitable location could not be found. It was noted that Shrivenham's MUGA had been missed from the report. Cllr Bartle to respond to the consultation.</p> <p>c) <b>Conservation and Management of historic buildings.</b> Correspondence had been received from a postgraduate student who was working on the use of historic buildings. It was suggested that the old school could be used as part of the</p>	RB

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	research and asked for the Parish Council's ideas on what the site could be used for. It was noted that this was a purely academic exercise. Members were asked to respond if they wished.	
24/105	<p><b>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</b></p> <p>a) Cllr Ware had attended the first online Parish Council update from the Vale about Afghan visitors. There were a number of issues raised which were all down to lack of communication. There was to be a one off in person meeting specifically for Shrivenham and Watchfield Parish Councils. Cllrs Ware, Bartle and Sheldon will attend.</p> <p>b) Cllr Woodhouse had attended the PTR meeting. There was not much that related to Shrivenham. It was noted that:</p> <ul style="list-style-type: none"><li>a. Botley Road in Oxford would reopen in October.</li><li>b. There is the potential for a small grant toward community transport running costs.</li><li>c. The bus service has had its budget reduced.</li><li>d. There is an Oxford Community transport meeting on 18<sup>th</sup> April. Cllr Woodhouse to send a link.</li><li>e. There had been no mention of the A420.</li></ul> <p>Cllr Coffey asked whether there had been any mention of the Grove railway station. There had, but only at a very high level.</p>	
24/106	<p><b>FINANCIAL MATTERS</b></p> <p>a) <b>Finance Reports – February 2024.</b> The reports were reviewed and approved. Proposed Cllr Pearson, Seconded Cllr Sheldon. RESOLVED.</p> <p>b) <b>March Payments –</b> The payments were reviewed and approved. Proposed Cllr Jones, Seconded Cllr Howell. RESOLVED.</p> <p>c) <b>Interim Audit Report.</b> The report had been circulated. No issues were reported. The report was accepted.</p> <p>d) <b>Grass and hedge cutting contracts for 2024.</b> Four ITTs had been sent out and two had been returned. The results were discussed. The quote from Tactical was recommended. Proposed Cllr Bartle, Seconded Cllr Sheldon. Ten members voted in favour. RESOLVED.</p> <p>e) <b>Tree Survey.</b> Four ITTs had been sent out and two had responded. The pros and cons of each quote was discussed. Ligna was recommended. Proposed Cllr Coffey, Seconded Cllr Brown. Seven members voted in favour, four against. RESOLVED.</p>	
24/107	<p><b>PLANNING MATTERS - NEW APPLICATIONS</b></p> <p>a) <b>P24/V0530/HH – Allorts, 10 Cleycourt Road.</b> Removal of existing conservatory and construction of single storey extension with pitched tiled roof. Response due by 12<sup>th</sup> April. There were no objections.</p> <p>b) <b>P24/V0614/LDE – The Bungalow, Highworth Road.</b> Certificate of lawfulness for a first floor extension to bungalow. Response due by 11<sup>th</sup> April. No comment.</p>	

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24/108	<b>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA</b> None.	
24/109	<b>PLANNING MATTERS – DECISIONS</b> <ul style="list-style-type: none"> <li>a) <b>P24/V0397/HH – 4 Martens Close.</b> Roof change, replacement single storey side extension, rear dormer, new external insulation and internal re-modelling. Awaiting determination,</li> <li>b) <b>P23/V2829/FUL – Defence Academy, Faringdon Road.</b> 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. Granted.</li> <li>c) <b>P24/V0096/HH – 6 Damson Trees.</b> Erection of side and rear single storey extension to include driveway widening and associated landscaping. Awaiting determination.</li> <li>d) <b>P24/2837/LB – 40 High Street.</b> To replace timber back door with composite PVC door including new frame, handles, security locks and pattern glass. Granted.</li> <li>e) <b>P24/V0239/FUL – Shrivenham Park Golf course, Pennyhooks Lane.</b> Change of use of one parking space to hot food vending van. Withdrawn.</li> </ul>	
24/110	<b>PLANNING MATTERS – MAJOR DEVELOPMENTS</b> <ul style="list-style-type: none"> <li>a) <b>Cala Development, Highworth Road.</b> Cllrs Bartle and Watson had met with Cala regarding the path between the site and the recreation ground. Solutions to the problem had been suggested but the proposals required permission from senior decision makers within Cala. The Parish Council had tried to block off the path in the interests of public safety, but the blocks had been repeatedly removed. It was noted that a resident had informed the Council that Cala had now produced a design for the solution. There was concern that there had not been a meeting with Cala for some time. Cllr Watson to try and arrange one.</li> </ul>	BW
24/111	<b>PARISH COUNCIL WEBSITE</b> There had been no progress. Cllr Howell to discuss the allotment page with Mr Lloyd.	SH
24/112	<b>COMMUNITY TRANSPORT PROJECT</b> The group is fully functioning but someone with accounting skills was still being sought. The bank account had been set up. An additional grant of £500 had been secured. The S106 funding had been applied for. The organisation will be a CIO and will have 5 trustees. There was still a lot of documentation to be completed. It was agreed that all funds held for the group would be transferred to their bank account. Proposed Cllr Bartle, Seconded Cllr Sheldon. RESOLVED.	SC LF
24/113	<b>SCHOOL LIAISON</b> An open day had been held on 17 <sup>th</sup> March. The old school had now closed, and the new school will open on 17 <sup>th</sup> April. The statue will be moved to the new school. There was concern about the transport plan as it had suggested that the hall car park could be used by parents. Cllr Bartle had written to the Head about this. Cllr Brown pointed out that	JJ

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	parents would be getting instructions about the new school and agreed to share them with the Council.	LB
24/114	<p><b>COMMUNITY SPEEDWATCH</b></p> <p>A written report had been circulated. At the meeting it was reported that the poor weather had curtailed activities. 12 sessions had been held, all in the 20mph zone. 301 vehicles had been reported with speeds up to 41 mph. The SID had been moved. Clerk to ask OCC when the VAS units in the village would be updated. A request for solar panels to charge the SID was put forward. The batteries have to be re-charged every two weeks and it takes the team about an hour each time. The cost is just under £500 per unit (which includes delivery). The proposal was for the purchase of 5 panels. The volunteer team would install the panels. Cllr Ware agreed to make enquiries about the CPF fund. Cllr Bartle proposed purchasing the panels. Cllr Jones seconded. Ten members voted in favour. RESOLVED.</p>	GP  EW
24/115	<p><b>S106/CIL FUNDING</b></p> <p>a) <b>Memorial Hall projects.</b> The S106 application for the toilets had been approved. It now needs to go to the Vale legal department for a Third Party Funding Agreement. It was agreed that the Clerk and Cllrs Watson, Bartle and Sheldon could act as signatories to the agreements for all three Memorial Hall applications. Proposed Cllr Bartle, Seconded Cllr Ware. RESOLVED.</p> <p>b) <b>Community Art.</b> The funds had been agreed and a meeting had been set up for the residents of Barrington Park. There had been no progress on the Queen's Crescent project.</p>	BW/Clerk  JJ
24/116	<p><b>ALLOTMENTS REPORT</b></p> <p>One plot had been given up and reallocated. All rents had been paid. A date in May was to be arranged for the spring inspection.</p>	RS
24/117	<p><b>REPORT ON ENVIRONMENTAL MATTERS</b></p> <p>a) <b>Tuckmill Meadows SSSI.</b> A meeting had been held today between the management committee and the Earth Trust. No report was available. BW to report at the May meeting.</p>	BW
24/118	<p><b>REPORT ON SOCIAL MEDIA</b></p> <p>A report had been circulated. There had been one post – for the Annual Assembly. Nine people had indicated that they were interested. The event was to be re-advertised when the agenda was published.</p> <p>a) <b>Appendix to Social Media Policy.</b> The appendix had been circulated. It explained what the Council would use social media for. It was noted that three people were authorised to post council information on social media: Cllr Brown, the Clerk and the Deputy Hall Manager. The appendix was adopted. Proposed Cllr Brown, Seconded Cllr Bartle. RESOLVED.</p> <p>b) <b>Trending topics</b> – Covered in Cllr Brown's report.</p>	LB
24/119	<p><b>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA.</b></p> <p>None.</p> <p>It was noted that there was to be a Community Led Housing meeting in the church later this month. Cllrs Bartle and Winfield were planning to attend. Cllr Bartle reported that this was his final meeting as Chair and thanked everyone for their assistance over the last eight years.</p>	
24/120	<p><b>DATE OF NEXT MEETING</b></p> <p>Annual Assembly – Wednesday 17<sup>th</sup> April at 7pm. Annual Council meeting Wednesday 8<sup>th</sup> May at 7pm.</p>	

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The meeting closed at 21.10

DRAFT