

SHRIVENHAM PARISH COUNCIL

Minutes of Monthly meeting held on Wednesday 3rd January 2024 at 7pm

In the Vic Day Hall at the Memorial Hall

Present: Cllr Richard Bartle, Chair (RB), Cllr Julia Jones (JJ), Cllr Nathan Woodhouse (NW), Cllr Bob Sheldon (RS), Cllr Gerard Pearson (GP), Cllr Simon Howell (SH), Cllr Stu Coffey (SC), Cllr Elaine Ware (EW), Cllr Bjorn Watson (BW), Cllr Lucy Brown (LB)

In Attendance: Julia Evans, Lyn Frape, Lewis Hilsdon (part)

County Councillor:

District Councillors:

Public: 10 Members of the public

24/01	STEVE HONEY Cllr Bartle gave a short statement about Mr Steve Honey and requested a minute's silence in his memory.	
24/02	APOLOGIES FOR ABSENCE County Cllr Constance, District Cllrs Foxhall and Patel, Cllr Winfield	
24/03	DECLARATIONS OF INTEREST None.	
24/04	MINUTES OF THE PREVIOUS MEETING The minutes of the Parish Council meeting held on 6 th December 2023 were approved. Proposed Cllr Coffey, Seconded Cllr Pearson. RESOLVED. The minutes were signed.	
24/05	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA <ul style="list-style-type: none"> a) 23/285 (23/255 - 23/228 - 23/199 - 23/173 - 23/145 – 23/121 – 23/66 – 23/14). Parking on the High Street. Awaiting confirmation of a date for a meeting with OCC. b) 23/285 (23/255 - 23/228 - (23/200) – 20mph Speed limit issues (SID installation) – The SID unit had been delivered. Awaiting installation of the poles which had been ordered. c) 23/285 (23/255 - 23/228 - 23/200) – Planning enforcement matter. The appeal from the developers was with the Environment Agency. Building should have stopped but it had not and no enforcement action had been taken by the Vale so far. d) 23/285 (23/255 - 23/228 - 23/202) – Vale policy on waste bins. The Vale was conducting a survey of all waste bins. e) 23/255 (23/228 - (23/208) – Community Transport Grant. A grant of £18k had been awarded. A further £32k was to be applied for from S106 funds. The initial public meeting on Teams had not been well attended. A face to face meeting was to be arranged in the next few weeks, with the aim of appointing a group to run the scheme. It was agreed that the Clerk could sign the legal agreement pertaining to the grant. Proposed Cllr Bartle, Seconded Cllr Sheldon. RESOLVED. f) 23/286 – Bus Stop on Townsend Road. The matter was ongoing and was with OCC. They had been contacted before Christmas but no response had been received. It was agreed to close the matter until there were further developments. 	<p>SH</p> <p>Clerk</p> <p>KF/VP</p> <p>VP</p> <p>SC</p> <p>CLOSED</p>

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	g) 23/292 / Vale Deep Cleanse. Locations had been forwarded.	CLOSED
24/06	<p>PUBLIC REPRESENTATION</p> <p>a) Spare pads for the defibrillators. Mr Lloyd noted that the Parish Council had previously resolved not to carry spare pads for the defibrillators. He reported that one defibrillator had been deployed on Christmas Day. Mr Lloyd had contacted the staff on Christmas day requesting new pads. He then contacted other members of the Council. Staff had to attend on Boxing Day in order to resolve the matter. He asked the Parish Council to review the policy on spare pads. Cllr Bartle noted that Mr Lloyd could have ordered the pads on Webnos. It was agreed to include the matter on the February agenda.</p> <p>b) Sound system. Mr Field requested a sound system in the Vic Day Hall. This was a VBT matter and was referred to that meeting.</p> <p>c) Cemetery. Mr Field reported that the cremation plots in the cemetery were covered in leaves. Cllr Bartle reported that the Parish Council was dissatisfied with the current contractor and was considering alternatives.</p> <p>d) Railings outside the Defence Academy. It was noted that these did not belong to the Parish Council and the matter should be referred to OCC.</p> <p>The members of the public were thanked for attending.</p>	Clerk (agenda)
24/07	<p>COUNTY COUNCILLOR'S REPORT</p> <p>No report. Cllr Ware offered to collate OCC issues and take them to another County Councillor.</p>	
24/08	<p>DISTRICT COUNCILLORS' REPORT</p> <p>A written report had been circulated. The following comments were made:</p> <p>a) Anyone can report planning breaches to the Vale.</p> <p>b) The MOD were to move Afghan families into MOD quarters. The Vale would assist the families once they arrive. There were to be those who would stay for 24-36 months and others who were only here in the short term. The latter would be supported by the MOD. There was concern about the impact on local services. The main issue was the lack of information.</p> <p>c) Rough Sleeper. The Parish Council had been in touch with Connection Support, who had been out to try and help this person.</p>	
24/09	<p>CLIMATE EMERGENCY ACTIONS</p> <p>Nothing to report.</p>	BW
24/10	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Nominations for the High Sheriff's Award. Members were asked to submit nominees to the Clerk.</p>	All Councillors
24/11	<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 2nd January were not yet available. Everything that was discussed was on the agenda for this meeting.</p>	

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24/12	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>None.</p>	
24/13	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>None.</p>	
24/14	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – November 2023. The reports were reviewed and approved. Proposed Cllr Sheldon, Seconded Cllr Pearson. RESOLVED.</p> <p>b) December Payments – The payments were reviewed and approved. Proposed Cllr Sheldon, Seconded Cllr Pearson. RESOLVED.</p> <p>c) To review the Burial Ground Fees. It was agreed that there should be no change to the fees. Proposed Cllr Ware, Seconded Cllr Brown.</p> <p>d) Interim Audit Report. The report had been circulated. It was noted that it was a good report. The Council was reminded to review the Risk Assessment and Asset Register before the end of the financial year. An increase in the budget and precept was recommended.</p>	
24/15	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P21/V1217/RM - Land at Highworth Road. Reserved Matters following Outline Permission (P15/V2541/O) for appearance, layout and scale for the development of a retail unit up to 400 sqm and associated highways works. Amended Plans. The Council agreed to maintain its objection.</p> <p>b) R3.0174/23 – Land East of Highworth Road. Details pursuant to condition 14 – School Travel Plan. Response due by 11th January 24. The following issues were noted:</p> <ul style="list-style-type: none"> a. The relocation date was wrong b. The location type of school was stated as urban rather than rural c. It stated that there was not a zebra crossing on Highworth Road d. Refers to Shrivenham Park which does not exist e. There was a lack of cycling provision f. The bus service timings were wrong g. The route for walking from High Street was not specified h. There were too many scooter parking spaces at the school i. There was no designated visitor parking spaces at the school j. It suggested using the Memorial Hall car park for ride and stride. <p>It was felt that the author has never been to the village. The ages of the children attending the school and nursery had not been considered.</p> <p>All members were to send their comments to Cllrs Bartle and Jones with a copy to the Clerk before 11th January.</p>	<p>All Councillors</p>

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24/16	<p>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA None.</p>	
24/17	<p>PLANNING MATTERS – DECISIONS</p> <p>a) P23/V2132/FUL – 11 High Street. First floor rear extension to a public house. Conversion of the public house to form a single, two storey dwelling. Response due by 17th October 2023. The Parish Council had objected to the previous application for this site which had been approved. Granted.</p> <p>b) S/23/0438 - Lotmead Site, Eastern Villages Swindon. Revised documents. Awaiting determination.</p>	
24/18	<p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>a) Cala Development, Highworth Road. Nothing to report.</p>	
24/19	<p>JOINT LOCAL PLAN CONSULTATION The planning committee was to meet to review the document and develop a proposed response for consideration by the Council.</p>	Planning Committee
24/20	<p>GRASS AND HEDGE CUTTING CONTRACT</p> <p>a) Changes to OCC Grass cutting contract. The changes were accepted. Proposed Cllr Bartle, Seconded Cllr Sheldon. RESOLVED. Clerk to sign and return the contract amendment.</p> <p>b) Cemetery grass cutting. It was proposed that due to the issues with the current contractors, the cemetery grass cutting be taken in house. The ongoing costs would be similar to the contractor costs although there would be an initial cost to purchase equipment. The other elements of the village grass cutting were to go out to tender. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p>	Clerk Clerk
24/21	<p>PARISH COUNCIL WEBSITE Cllr Howell had started to map out the current site and was working on what needed to be updated. The first areas to be looked at were checking that the links were correct and reviewing the business section.</p>	SH
24/22	<p>To consider establishing a Committee to develop a Community Engagement Strategy. Following discussion it was agreed that in Cllr Winfield's absence the motion should be carried forward to the March meeting.</p>	Clerk (agenda)
24/23	<p>SCHOOL LIAISON A new Head of School had been appointed and would take up post in April. A £400 grant had been received for the relocation of the sculpture to the new school. Cllr Woodhouse was thanked for his support on this matter.</p>	JJ
24/24	<p>COMMUNITY SPEEDWATCH Eleven sessions were held in December and 352 vehicles were reported. The maximum speed in the 20mph zone was 38mph and in the 30mph zone it was 46mph. Overall in 2023 4700 vehicles had been reported. It was noted that speeds had dropped over the year.</p>	GP
24/25	<p>S106/CIL FUNDING</p> <p>a) Memorial Hall projects. Applications were being prepared for the projects in the Memorial Hall. The first application was for the toilet</p>	BW/Clerk

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	<p>refurbishment. The Parish Council recorded its support for the project. Proposed Cllr Ware, Seconded Cllr Jones. RESOLVED.</p> <p>b) Community Art. A S106 application had been submitted.</p>	JJ
24/26	<p>ALLOTMENTS REPORT</p> <p>Inspections had been carried out and chasing letters sent. All those concerned had been working on their plots. New agreements had been sent out and many had been returned. The pest control appeared to be working.</p> <p>a) Dog mess on the allotments. It was agreed to draw this matter to people's attention via the newsletter. Members of the public needed to be aware of the possibility of their dogs finding dead rats. Dog fouling signs were to be installed.</p>	RS RS
24/27	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>a) Tuckmill Meadows SSSI. There was still no indication of when a management plan would be provided. Regular working parties had continued. The whole of the perimeter had been cleared to enable the fencing to be renewed. There had been an incidence of fly tipping in the car park which had been reported to the Vale and was awaiting collection.</p> <p>b) Rewilding the verges. No progress.</p>	BW LB
24/28	<p>REPORT ON SOCIAL MEDIA</p> <p>No progress. Cllr Brown to liaise with the Clerk.</p>	LB
24/29	<p>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA.</p> <p>Nothing.</p>	
24/30	<p>DATE OF NEXT MEETING</p> <p>Wednesday 7th February 2024 at 7pm.</p>	

The meeting closed at 20.36