

## SHRIVENHAM PARISH COUNCIL

### Minutes of Monthly meeting held on Wednesday 5<sup>th</sup> July 2023 at 7pm

#### In the Sports Pavilion

**Present:** Cllr Richard Bartle, Chair (RB), Cllr Gerard Pearson (GP), Cllr Julia Jones (JJ), Cllr Claire Winfield (CW), Cllr Bob Sheldon (RS), Cllr Lucy Brown (LB), Cllr Stu Coffey (SC)

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

**County Councillor:** Cllr Yvonne Constance

**District Councillors:** Cllr Katherine Foxhall

**Public:** 13 Members of the public

Before the meeting Cllr Bartle reported that Mr Pratt had thanked the Parish Council for his gift.

<b>23/169</b>	<b>APOLOGIES FOR ABSENCE</b> Cllr Watson.	
<b>23/170</b>	<b>DECLARATIONS OF INTEREST</b> None.	
<b>23/171</b>	<b>NOTE OF THANKS</b> The outgoing District Councillors were thanked for their service over the year and the new District Councillors were welcomed.	
<b>23/172</b>	<b>MINUTES OF THE PREVIOUS MEETINGS</b> The minutes of the Parish Council meeting held on 7 <sup>th</sup> June 2023 were approved. Proposed Cllr Sheldon, Seconded Cllr Pearson. RESOLVED. The minutes were signed.	
<b>23/173</b>	<b>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA</b> <ul style="list-style-type: none"> <li>a) <b>23/145 (23/121 - 23/66 - 23/38 - 23/11-22/240 - 22/214 - 22/188 - 22/167) - Village Dinner 2023.</b> The staff were thanked for their efforts in arranging the event. A small loss was reported. It was felt that consideration should be given to running a similar event in 2024. To be added to the September agenda.</li> <li>b) <b>23/145 (23/121 - 23/66 - 23/14) – Parking on the High Street –</b> The petition had been handed to Cllr Constance who was to present it to OCC next week. There were about 200 signatures and there had been a lot of engagement and debate on Social Media. Key messages reinforced the unique nature of the High Street with its combination of residential, retail and services. The petition was not a suggestion for a solution but a request that experts investigate possible solutions. Mr Howell was formally thanked for raising this matter and for his work.</li> <li>c) <b>23/145 (23/121 - 23/74) – Engagement on area weight restrictions.</b> Cllr Bartle had written to OCC requesting a weight restriction on the High Street. Cllr Constance had supported the application. It was noted that this would not affect lorries delivering to local businesses. Cllr Bartle proposed that a formal request be made for a 7.5tonne weight limit on the High Street. Cllr Winfield seconded. RESOLVED. Clerk to send a copy of the resolution to OCC.</li> <li>d) <b>23/145 (23/126) – Purchase of a mobile SID.</b> Three quotes had been requested and two received. Cllr Constance offered support</li> </ul>	<p style="text-align: center;">CLOSED</p> <p style="text-align: center;">Mr Howell</p> <p style="text-align: center;">RB</p> <p style="text-align: center;">Clerk</p>



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	<p>had been a member of the Parish Council before. He had been involved in the original Parish Council website and the Parish Plan, which became the Neighbourhood Plan. Had a lot of local government experience.</p> <p>ii. <b>Les Minchinton-Smith.</b> Mr Minchinton-Smith outlined his work. He was a member of the smaller village clubs. He wanted to join the Parish Council to update its governance and website.</p> <p>iii. <b>Elaine Ware.</b> Mrs Ware had a background in local government and was a long-standing resident. She was active in clubs and societies. She had a lot of local government knowledge. She wanted to help the Parish Council and the community.</p> <p>iv. <b>Patti Westmore.</b> Cllr Brown noted that Ms Westmore had withdrawn her application.</p> <p>v. <b>Nathan Woodhouse.</b> Mr Woodhouse reported that he was a newcomer to the village and wanted to be involved in the local Community. He was a Health and Safety representative of a trade union and a First Aider. He wanted to bring a different perspective as a newcomer. Cllr Coffey asked about his work with the Charity Commission. He explained that it was a union charity.</p> <p>The members of the public and the applicants for co-option were thanked for attending.</p>	
23/175	<p><b>COUNTY COUNCILLORS REPORT</b></p> <p>Cllr Constance had sent a written report which had been circulated. At the meeting she reported that</p> <p>a) The 20mph scheme had been implemented and would make a difference eventually.</p> <p>b) There was a lot of work to do regarding traffic in Shrivenham.</p> <p>c) She would look into the Belisha Beacon request.</p> <p>Cllr Constance was thanked for attending.</p>	
23/176	<p><b>DISTRICT COUNCILLORS REPORT</b></p> <p>Cllr Foxhall had sent a written report which had been circulated. At the meeting she reported that:</p> <p>a) Cllr Patel sent his apologies.</p> <p>b) There was to be a meeting on Friday with the new integrated care board. Shrivenham and Watchfield were in a separate group from the rest of Oxfordshire. She wanted to find out more about the group's strategy.</p> <p>c) She had received an email for Ashbury who were keen to talk about health and had suggested a cross PC meeting to discuss health.</p> <p>d) The Vale had a waste survey running and she asked people to respond.</p> <p>e) The Vale had a thermal imaging camera that could be borrowed and which could be used to identify where heat is escaping from buildings.</p> <p>f) There were grants available to householders for insulation.</p>	

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	<p>g) Bloor homes had been in touch trying to arrange a meeting regarding the development of the golf course. Cllr Foxhall had informed them that it was not appropriate to meet with them.</p> <p>Cllr Foxhall was thanked for attending.</p>	
23/177	<p><b>CLIMATE EMERGENCY ACTIONS</b> No report.</p>	BW
23/178	<p><b>CHAIRMAN'S ANNOUNCEMENTS.</b></p> <p>a) <b>Date for Councillor Training.</b> The Clerk was to contact members for suitable dates.</p> <p>b) <b>20mph Speed limit, VAS and buses.</b> There had been some complaints following the implementation of the 20mph speed limit. One resident was extremely concerned about the position of a post outside their drive. The details of the complaints were passed to Cllr Constance. The manufacturers of the VAS had confirmed that they were dealing with OCC in order to get them changed to 20 from 30. Cllr Bartle explained that the 20mph did not extend all the way down Townsend Road because of an objection from the bus company.</p>	Clerk
23/179	<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 held on 27<sup>th</sup> June had been circulated and were approved. Proposed Cllr Pearson, Seconded Cllr Sheldon. RESOLVED.</p> <p>b) <b>Approval of Terms of Reference for all Committees and Working Groups.</b> These had been circulated ahead of the meeting and were approved and adopted. Proposed Cllr Coffey, Seconded Cllr Sheldon. RESOLVED.</p>	
23/180	<p><b>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</b></p> <p>a) <b>Behaviour of children at school bus stops.</b> Cllr Constance had taken this up with the officer who dealt with the bus stops, but it was the bus company who dealt with it. Cllr Constance to take this up and ask for bus stop to be moved to the layby. It was agreed to write to the school about the children's behaviour.</p> <p>b) <b>Consultation on new crossing at Highworth Road crossing.</b> No action required unless people wanted to object to the proposal.</p> <p>c) <b>Letter from Bloor Homes.</b> It was noted that this matter had come forward before on a number of occasions. The Parish Council had consistently objected because the golf course was a village amenity and a settlement gap separating Shrivenham and Watchfield. Cllr Bartle proposed writing to them rejecting the offer of a meeting. Seconded Cllr Brown. RESOLVED.</p> <p>d) <b>Burial plot refunds.</b> It was proposed that an admin fee of £50 was to be charged for the relinquishment of plots. The remainder of the payment was to be refunded. Proposed Cllr Coffey,</p>	<p>YC/RB</p> <p>RB</p>

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	Seconded Cllr Sheldon. RESOLVED. Clause to be added to the paperwork.	
23/181	<b>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</b> None.	
23/182	<b>FINANCIAL MATTERS</b> a) <b>Finance Reports – May 2023.</b> These had been reviewed at the O&F and were approved. Proposed Cllr Sheldon, Seconded Cllr Pearson. RESOLVED. b) <b>June Payments –</b> The payments had been reviewed at the O&F and were approved. Proposed Cllr Sheldon, Seconded Cllr Brown. RESOLVED. c) <b>Sum Up Machine for the Parish Council.</b> This was approved. Proposed Cllr Pearson, Seconded Cllr Bartle. RESOLVED.	
23/183	<b>PLANNING MATTERS - NEW APPLICATIONS</b> a) <b>P23/V0160/LB &amp; P23/V0159/HH – Fern House, 3 Manor Lane.</b> Further amendments. There had been no objections previously. No objections. Proposed Cllr Sheldon, Seconded Cllr Bartle. RESOLVED. b) <b>P23/V1448/T28 – Northford Close.</b> Installation of one new telegraph pole for the provision of Fibre to the Premises. <b>For Information only.</b>	
23/184	<b>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA</b> None.	
23/185	<b>PLANNING MATTERS – DECISIONS</b> a) <b>P23/V1020/LB – 5 Longcot Road.</b> Straight replacement of deteriorated Wooden Front porch doors (glazed) and frame with new hardwood doors using restoration glass. Awaiting determination. b) <b>S/23/0438 - Lotmead Site, Eastern Villages Swindon.</b> Revised documents. Awaiting determination. c) <b>P23/V1094/FUL – 10 &amp; 11 Manor Close.</b> Addition of pitched roof to existing flat roofed single storey garages/utility rooms. Conversion of garages to living and storage space. Awaiting determination. d) <b>P23/V1177/FUL – 32 Stallpits Road.</b> Proposed first floor addition; two storey rear extension; first floor window addition; & alterations to existing ground floor windows & doors. Awaiting determination. e) <b>P23/V0805/O – Land off Townsend Road.</b> Outline planning application for the erection of up to 90 dwellings (including 35% affordable housing) with public open space, landscaping and sustainable drainage system (SuDS) and a vehicular access point. All matters reserved. Refused. f) <b>P23/0440/FUL – Broadleaze Barn, Longcot Road.</b> Change of use from agricultural land/disused building site to residential garden use. Granted.	

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	<p>g) <b>P23/V0574/LB – 3 Longcot Road.</b> Upgrade 240v electrical wiring circuits to the lights and 13 amp sockets throughout the cottage in order to complete with current safety regulations. Granted.</p> <p>h) <b>P22/V3010/FUL – Wayside, Townsend Rd.</b> Proposed erection of a new care home (C2 Use Class) and repositioned vehicular access from Townsend Road. Awaiting determination.</p> <p>i) <b>P22/V2221/FUL – Land at Windmill View, Watchfield.</b> Change of use of land for the siting of 27no. Mobile Homes, 26no. Touring Caravans, 9 Utility Rooms, and 15 Dayrooms. Awaiting determination.</p> <p>j) <b>P21/V1217/RM - Land at Highworth Road.</b> 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. Awaiting determination.</p>	
23/186	<p><b>PLANNING MATTERS – MAJOR DEVELOPMENTS</b></p> <p>a) <b>Cala Development, Highworth Road.</b> The expected meeting with Cala did not take place. Cllr Watson to chase this. Cllr Foxhall asked that displeasure at the dumping water into SSSI be mentioned. Cllr Bartle noted that regarding the issue of the person who had been injured after becoming stuck in mud, the person concerned had declined to take the matter forward.</p>	BW
23/187	<p><b>SCHOOL LIAISON</b></p> <p>Cllr Jones had spoken to the Head who was keen to attend a meeting with the Parish Council. This had been arranged for 14<sup>th</sup> September at 2pm. Cllr Jones and Cllr Bartle to attend. Cllr Jones had also contacted the Learning Trust Operations Manager who was to provide an update on the new building.</p>	JJ
23/188	<p><b>COMMUNITY SPEEDWATCH</b></p> <p>The team had been busy and had held 23 sessions in June. 357 vehicles had been reported to TVP. The maximum speed in the 20mph zone was 38mph and the maximum in the 30mph zone was 48mph. The implementation of the 20mph limit had caused a temporary problem because the new limits had not yet been entered into the speedwatch system. Cllr Pearson was liaising with TVP on this. Two members of the team had received thanks from the Parish Council, which was well received. Cllr Pearson asked the Parish Council for funding for the cost of batteries. He was asked to submit a receipt so that he could be refunded. The Deputy Clerk asked that this be made out to the Parish Council if possible.</p>	GP
23/189	<p><b>S106/CIL FUNDING</b></p> <p>The funds for the mini-MUGA had been received.</p> <p>a) <b>Community Art.</b> A meeting had been arranged with Abi Brown on 12<sup>th</sup> July.</p>	CW

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23/190	<b>ALLOTMENTS REPORT</b> Most plots were in a good condition. Quite a few had been given up in the last few weeks. It will take time for the new tenants to get their plots into shape.  a) <b>Overgrown Plots.</b> Letters were to go out shortly. b) <b>Rats on the allotments.</b> Cllr Sheldon had been in touch with those who had hens. It was noted that there would always be rats where there were compost bins. There was no danger, but situation was to be monitored.	RS
23/191	<b>REPORT ON ENVIRONMENTAL MATTERS</b> a) <b>Tuckmill Meadows SSSI.</b> No report. b) <b>Rewilding the verges.</b> No update. Clerk to send map to Cllr Brown. c) <b>Rat problem in village.</b> A pest control firm had been contacted and they had confirmed that the number of bookings they were taking in the centre of the village had increased. It was thought that this was due to loss of habitat. Cllr Bartle to put item in news about not putting food out.	BW LB/Clerk  RB CLOSED
23/192	<b>REPORT ON SOCIAL MEDIA</b> There had not been a lot of activity. The most popular post was the advert for new councillors. Cllr Brown planned to submit a post every month about Parish Council meetings. She offered to put out a request for more speedwatch volunteers. Cllr Brown wanted to create a public service account on Nextdoor.	LB
23/193	<b>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA.</b> Cllr Winfield wanted to talk about the co-option process and the website. The Clerk asked for details of the motions to be tabled. These were not forthcoming. To be followed up.	Clerk
23/194	<b>DATE OF NEXT MEETING</b> Wednesday 6 <sup>th</sup> September at 7pm.	

The meeting closed at 20:49