

## SHRIVENHAM PARISH COUNCIL

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

#### In the Vic Day Hall at the Memorial Hall

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

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

**County Councillor:**

**District Councillors:** Cllr Katherine Foxhall

**Public:** 7 Members of the public

25/31	<b>APOLOGIES FOR ABSENCE</b> Cllr Pearson	
25/32	<b>DECLARATIONS OF INTEREST</b> None.	
25/33	<b>MINUTES OF THE PREVIOUS MEETINGS</b> The minutes of the Parish Council meetings held on 5 <sup>th</sup> February 2025 were approved. Proposed Cllr Brown, Seconded Cllr Woodhouse. RESOLVED. The minutes were signed.	
25/34	<b>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA</b> <ul style="list-style-type: none"><li>a) <b>25/04 (24/333 - 24/304 - 24/280) – EV Charging at Martens Road Car Park.</b> Other companies had been contacted. An alternative option to leasing the EV charger was to purchase it. There were grants available. A site survey was required. This has been arranged and was free or charge.</li><li>b) <b>25/04 (24/305) – Trees on the High Street.</b> The work had been completed.</li><li>c) <b>25/04 (24/339) – Parking Buddies for the school.</b> No update.</li><li>d) <b>25/05 – Complaint about the state of the pavements in the village.</b> No update.</li></ul>	SC  CLOSED  Clerk  YC
25/35	<b>PUBLIC REPRESENTATION</b> The following matters were raised:  Request for the deeds of the Memorial Hall to be displayed as part of the history exhibition. Cllr Ware was working on this.	     <b>EW</b>
25/36	<b>COUNTY COUNCILLOR'S REPORT</b> No report.	
25/37	<b>DISTRICT COUNCILLORS' REPORT</b> A written report had been circulated. At the meeting Cllr Foxhall reported: <ul style="list-style-type: none"><li>a) All officers were tied up with government reform. There were two models being considered. It was unlikely that residents would get a say in the decision.</li><li>b) The state of Acorn Bridge was to be raised at the next FATAAC along with the flooding in the dip.</li><li>c) The pavement issue was to be raised.</li></ul>	

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	<p>d) The new garden waste bin permit system was live. Residents would get a hanger on their bins to inform them.</p> <p>e) There were concerns about fly tipping in the area. People were asked to report this to the Vale if seen.</p> <p>Cllr Foxhall was thanked for attending.</p>	
25/38	<p><b>CHAIRMAN'S ANNOUNCEMENTS.</b></p> <p>a) <b>December Budget meeting.</b> It was noted that the precept setting should have taken place at a public meeting. The Chairman had checked with OALC and confirmed that the precept would stand.</p> <p>b) <b>Annual Assembly.</b> This year, following the formal reports from the Chairs of the Council and the Trust, there would be the option for people to put down their ideas. The resulting list would be consolidated and reviewed. All comments were to be responded to.</p>	
25/39	<p><b>FINANCIAL MATTERS</b></p> <p>a) <b>January Finance Reports.</b> These had been circulated. No issues were raised. Proposed Cllr Bartle, Seconded Cllr Brown. RESOLVED. Cllr Coffey requested that his abstention be noted.</p> <p>b) <b>February Payments.</b> These had been circulated. No issues were raised. Proposed Cllr Ware, Seconded Cllr Bartle. RESOLVED. Cllr Coffey requested that his abstention be noted.</p> <p>c) <b>To approve unplanned or unbudgeted expenditure.</b> Training for Cllr Winfield was approved. Proposed Cllr Sheldon, Seconded Cllr Ware. RESOLVED.</p> <p>d) <b>Interim Audit Report.</b> This had been circulated. No issues had been raised. It was noted that staff and councillors should receive training. The report was accepted.</p> <p>e) <b>Charge for cemetery plots for two non-residents.</b> Although the two residents had a strong connection to the village it was agreed that they should be charged the non-resident rate. Proposed Cllr Coffey, Seconded Cllr Ware. RESOLVED.</p>	
25/40	<p><b>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</b></p> <p>a) <b>Final O&amp;F Committee</b> – The minutes of the O&amp;F Committee meeting held on 4<sup>th</sup> February had been circulated and were noted.</p> <p>b) <b>Planning Committee</b> – The minutes of the Planning Committee meeting held on 27<sup>th</sup> February had been circulated and were noted.</p>	
25/41	<p><b>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</b></p> <p>a) <b>Residents parking in Manor Lane.</b> A resident without parking on their property requested a resident's parking space. It was noted that this was a Highways matter. Clerk to send the contact details of the officer who may be able to assist.</p> <p>b) <b>Footpaths.</b> Cllr Sheldon had met with the OCC Rights of Way officer who had confirmed that there was funding to resurface the path connecting the Recreation Ground to Cross Trees Park. It was hoped that work would be completed in the summer. There was a small sum available for work on the path behind Ballingers. The</p>	

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	officer also agreed to look into the removal of the damaged bollards at Buggs Alley if there were funds left.	
25/42	<b>TERMS OF REFERENCE OF THE PLANNING COMMITTEE</b> There were two proposals put forward: <ul style="list-style-type: none"> <li>a) To dissolve the planning committee and change the process. The committee existed because of the timeframe for responses to planning applications. Proposed Cllr Winfield. No seconder.</li> <li>b) To reduce the committee from 6 to 5 members. It was felt that a larger committee was preferable and there was no reason to change it. Proposed Cllr Winfield, Seconded Cllr Coffey. No votes in favour. NOT CARRIED.</li> </ul>	
25/43	<b>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</b> <ul style="list-style-type: none"> <li>a) <b>ARAP meeting</b> – Cllr Ware reported that she had attended an event at the Defence Academy where the Commandant had thanked Shrivenham and Watchfield Parish Councils for their support. There was to be an art exhibition in support of International Woman’s day. A meeting was to take place with the football club to discuss what support could be offered. There was to be a coffee morning on 4<sup>th</sup> April in Watchfield. The Vale had agreed to make a donation toward refreshments. Discussions were ongoing with the Cricket Club.</li> </ul>	EW
25/44	<b>YEAR END REVIEWS</b> <ul style="list-style-type: none"> <li>a) <b>Asset Register.</b> This had been circulated. It was noted that a few assets had not been assigned to a group. The Asset register was approved subject to this amendment. Proposed Cllr Bartle, Seconded Cllr Winfield. RESOLVED.</li> <li>b) <b>Risk Assessment.</b> This had been circulated. Plot holders to be asked if they have insurance. It was noted that the Parish Council was responsible for insurance of vacant plots, but there were not many of these. Risk level to be updated. The risk register was approved. Proposed Cllr Sheldon, Seconded Cllr Ware. RESOLVED.</li> </ul>	
25/45	<b>PLANNING MATTERS - NEW APPLICATIONS</b> <ul style="list-style-type: none"> <li>a) <b>P25/V0261/LB – Shrivenham Church of England Primary School, High Street.</b> Replacement windows and rainwater goods to school listed building; alterations to the school grounds, including new fencing and repairs to a section of the boundary wall; and alterations to two modern unlisted buildings, comprising a replacement canopy and a small reception extension. Response due by 20<sup>th</sup> March. There were no objections. Proposed Cllr Ware, Seconded Cllr Woodhouse. RESOLVED.</li> </ul>	
25/46	<b>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA</b> None.	

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25/47	<b>PLANNING MATTERS – DECISIONS</b> a) <b>P25/V0108/FUL – Beckett Cottage. 25 Park Avenue.</b> Demolition of lean-to garage and removal of two small lengths of stone boundary wall. Erection of one-and-a-half storey self build dwelling and single storey garage/workshop in the garden of Beckett Cottage. Awaiting determination. b) <b>P24/V2690/HH – 7 Raven Way.</b> Erection of side drive through garage. <b>Granted.</b> c) <b>P25/V0050/HH – 6 Hicks Close.</b> Conversion of double garage to an annexe with an office and gym. Awaiting determination. d) <b>P24/V1867/FUL – Land to the west of Northford Close.</b> New access to golf course for grounds maintenance vehicles. Awaiting determination.	
25/48	<b>PLANNING MATTERS – MAJOR DEVELOPMENTS</b> a) <b>Cala Development, Highworth Road.</b> No update. It was noted that the visitors centre would be taken down this month.	
25/49	<b>SUSTAINABLE SHRIVENHAM UPDATE</b> It was reported that The Hub was now open on Thursdays and volunteers were still required. The title of this item to be changed to Update on Community Activities.	
25/50	<b>CLIMATE EMERGENCY ACTIONS</b> Nothing to report.	
25/51	<b>PARKING ON THE HIGH STREET</b> Line painting was carried out very quickly and the scheme is now live. Feedback was welcomed. On social media the feedback had been mixed. There were issues about signage for the car park and complaints about the disabled bays. There was ongoing discussion regarding resident's use of parking bays in the evening and other options are being considered. Parking issues in Manor Lane were raised. Cllr Howell to provide feedback to OCC. An issue at Fairthorne Way was reported as was an issue about lighting at Martens Road. The bike racks that had been removed were being kept for future use. It was proposed that they be installed on the small triangle outside the Prince of Wales. Proposed Cllr Howell, Seconded Cllr Jones. <b>RESOLVED.</b> It was agreed to defer the signage issue for the car park to a future meeting.	SH
25/52	<b>PARISH COUNCIL WEBSITE</b> Preparations are beginning for the transition to a gov.uk domain which is required by 2027. It was agreed that the website should continue to be a community site.	SH
25/53	<b>COMMUNITY TRANSPORT</b> There were a lot of volunteer drivers but more were required. The cost of driver certification was £200 each. Grants are being sought for this. Some residents were struggling to give sufficient notice. The process	SC

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	had been adjusted to try and support where possible. A website is under development. The designated parking space is sometimes taken when the bus goes out. The Hall Manager to produce a proposal for a sign.	LH
25/54	<b>SCHOOL LIAISON</b> The school statue will be reinstalled in its original location as there is nowhere it can be sited at the new school. The walk to school challenge is ongoing.	JJ
25/55	<b>COMMUNITY SPEEDWATCH</b> A written report had been circulated. The team had run 13 sessions on 7 sites during February. 305 vehicles had been reported. Maximum speed in the 20mph zone was 42mph and 44mph in the 30mph zone.	GP
25/57	<b>S106/CIL FUNDING</b> a) <b>Proposal for piece of art for the Recreation Ground.</b> Permission had been received from the developer and the S106 application had been submitted.	JJ
25/58	<b>ALLOTMENTS REPORT</b> There were 3 empty plots. It was hoped that they would be filled by the end of the month. Tenants were being encouraged to join SAGA.	RS
25/59	<b>BEATING OF THE BOUNDS</b> This will take place on 17 <sup>th</sup> May. The group will meet in two weeks' time to discuss the details.	
25/60	<b>REPORT ON ENVIRONMENTAL MATTERS</b> a) <b>Tuckmill Meadows SSSI.</b> Earth Trust has taken over the management and have appointed contractors for the fencing work. It was hoped that work would start in March. It was noted that insufficient funds had been allocated. b) <b>Canal Group.</b> The group continued to be active and had formed paths with chippings..	BW
25/61	<b>REPORT ON SOCIAL MEDIA</b> There had been less activity than last month. A teaser had gone out about the 1920s evening. Parking continued to be a trending topic.	LB
25/62	<b>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA.</b> None.	
25/63	<b>DATE OF NEXT MEETING</b> Wednesday 2 <sup>nd</sup> April 2025 at 7pm. Cllr Coffey gave his apologies.	

The meeting closed at 20.58