

## **SHRIVENHAM PARISH COUNCIL**

The Memorial Hall, Highworth Road,

Shrivenham, SN6 8BL

Telephone: 01793 782 925

[www.shrivenham.org](http://www.shrivenham.org)

Clerk: Liza Whitney

### **Minutes of Monthly Shrivenham Parish Council meeting held on Wednesday 3<sup>rd</sup> September 2025 at 7:00 pm In the Vic Day Hall at the Memorial Hall**

**Cllrs. Present:** Bob Sheldon (Chair)

Lucy Brown  
Bjorn Watson  
Julia Jones  
Richard Bartle  
Simon Howell  
Gerard Pearson  
Elaine Ware  
Claire Winfield  
Richard Page

**In attendance:** Liza Whitney (Parish Clerk)

Lyn Frape  
(Deputy Clerk)  
Alisha Sorr  
(Administration  
Officer)  
C/Cllr. Markham  
D/Cllr. Foxhall  
9 members of  
the public

#### **25/225 Recording of Meeting**

It was noted that the meeting was being recorded.

#### **25/226 Apologies for Absence**

Cllr Woodhouse.

#### **25/227 Declarations of Interest**

None.

#### **25/228 Minutes of previous meeting – Wednesday 2<sup>nd</sup> July 2025**

Minutes of the Shrivenham Parish Council (SPC) meeting held on the 2<sup>nd</sup> July were circulated prior to the meeting. A typo in **25/216** was identified to change '250' to '25'. Minutes to be signed at SPC's October meeting.

#### **25/229 Matters arising from the last meeting not itemised on the agenda**

- a) **25/198 (25/169 - 25/137 - 25/34 - 25/04 - 24/333 - 24/304 - 24/280) – EV Charging at Martens Road Car Park** – Cllr. Pearson. Outline for project with deliverables has been supplied by Cllr. Pearson. Search for UK-based suppliers has been done and suppliers have been contacted. Awaiting a response.
- b) **25/198 (25/169 - 25/137 - 25/34 - 25/05) Complaint about the state of the pavements in village** – Cllr. Markham
- c) **25/198 (25/169 - 25/128) Defibrillator training – Mr Lloyd.** Standard annual defibrillator training will take place in October; date to be confirmed.

## **25/230 Public Representation**

- a) **Oak tree on Station Road.** Reported that tree's branches obscure view of drivers of residents of 17 and 19 Station Road: they find it dangerous to safely emerge from their properties. Cllr. Sheldon advised member of public to put this on fixmystreet.com to be addressed by Oxford County Council (OCC).
- b) **West Vale Mobility.** Called for support as they: volunteer drivers needed. Average has previously been 25 clients per month and has now risen to 30-40 per month. A parking sign for the parking spot had been previously agreed and West Vale Mobility agreed to pay for the cost of the sign with the approval of SPC.

## **25/231 County Councillor's Report**

- a) **Drain Clearing.** Drain clearing is being done across the Vale, drains in Shrivenham to be cleared. One report logged on fixmystreet regarding the corner of High Street and Faringdon Street. Any other drain clearing issues should be reported on fixmystreet to be addressed by OCC before the winter.
- b) **Wicklesham Quarry Development.** Development has been postponed going to planning, was previously to be due in September, currently pencilled in for December 2025: to be confirmed.
- c) **Speed Limit Changes.** Potential speed limit changes and adjustments on the A420. County Councillor hoping to participate in the Faringdon Area Travel Advisory Committee (FATAC), meeting to be held later in September and more information to follow.
- d) **Recycling Centre.** Consultation has closed on the Stanford in the Vale Recycling Centre. This consultation examined types of material that can be taken to the centre and if second hand materials could be sold at the site. This year a booking system will be implemented as agreed in a previous consultation that took place in 2024. This booking system hopes to better manage demand and prevent long queues leading into the main road that then make the A417 dangerous.
- e) **OCC Tree Service Survey.** Trees proposed to be planted in Shrivenham. Map to be circulated. Trees to be proposed on Sandy Lane, Martens Close and Manor Close.
- f) **Pavement deterioration.** Two pavements have been identified on fixmystreet as still needing repairs; Station Road and Damson Trees. Station Road currently has a hole in the pavement and Damson Trees needs resurfacing. Cllr. Markham followed up with the Highways team to be prioritised. Any other issues with pavements should be reported on fixmystreet, with photographs to be addressed by OCC.

## **25/232 District Councillor's Report**

- a) **Newsletter.** A newsletter has been circulated over the summer and prompted several residents to get in touch. The newsletter supports vulnerable residents to access local support organisations. Received positively by residents and Officers alike. Officers will continue to respond accordingly to feedback as part of SPC's pledge to engage with its residents and understand local issues.
- b) **Noise Pollution.** Large, four-day event in Eaton Hastings is recurringly being used causing concerning noise and disturbance to residents. Vale of White Horse District Council (VoWHDC) are investigating as a result of complaints and advising those affected to file a nuisance report to Police and alert Environmental Health if it reoccurs.

- c) **Old Hayes Solar Farm.** An application for a solar farm and battery storage facility off Snowswick Lane between Buscot and Coleshill has now been lodged. Deadline for responses to the consultation: 4<sup>th</sup> October 2025.
- d) **Natural Flood Management.** The National Trust has submitted its planning application for the creation of ponds and scrapes to assist natural flood management and promote biodiversity at Buscot. Deadline for responses to the consultation is 2<sup>nd</sup> October 2025.
- e) **Sustainable Shrivenham.** Sustainable Shrivenham received funds from the White Horse Lottery in summer 2025.
- f) **July Full Council.** Green Group has made several contributions to July's Full Council. Concern about the failure of Council Leaders across the county to report on details of Local Government reform and its concerning impact on residents was highlighted.
- g) **Real Living Wage.** Concerns about the backtracking of VoWHDC's commitment to pay real living wage has been highlighted by BBC.
- h) **Local Government Reorganisation.** VoWHDC Officers continue to develop proposals for Local Government Reorganisation, response submission deadline: 28<sup>th</sup> November 2025. Proposals are being developed jointly with Cherwell and West Oxfordshire District Council and are expected to be discussed at Full Council and Joint Scrutiny meetings before Cabinet approves final proposal. Concerns regarding Shrivenham's access to social and health services as a result of this proposal. DC are having quarterly meetings with Integrated Care Board to continue to ascertain what the proposed reorganisation will look like.
- i) **Police and Crime Commissioner's Community Fund.** The Thames Valley Police and Crime Commissioner has opened the latest round of funding for crime prevention. Local organisations are invited to apply for projects that help protect communities, people and property. The closing date for applications: 22<sup>nd</sup> September 2025.
- j) **Swindon Borough Council (SBC) Local Plan Consultation.** Cllr Ware brought to attention SBC's Regulation 18 Consultation which starts at the beginning of September and will run for 6 weeks. The 8,000 houses that were due to be developed east of the New Eastern Villages were increased to 8,900 and then increased to 10,000. Cllr. Ware requests that both OCC and DC respond to the SBC consultation and that SPC receives a copy of the response.

#### **25/233 Chairman's Announcements.**

- a) **Election cost breakdown.** The breakdown of election costs had been circulated. The full cost of the election was £11, 522.32. As SPC were the only ones holding an election that day, SPC were charged for this entire amount.
- b) **Freedom of Information Request.** Freedom of Information request had been risen concerning Terms of Reference (ToR) for Personnel Committee. Advice was taken from consultants from the VoWHDC to respond to claim. Awaiting response from complainant.
- c) **General Data Protection Regulation Claim (GDPR).** A GDPR offence claim had been issued to Council, threatening court action. Advice was taken from VoWHDC's consultants to respond and a letter had been issued to complainant.

## **25/234 Appointment of Member with Responsibility for Parish Transport.**

No Update.

## **25/235 Financial Matters**

- a) **June & July Finance Reports.** These had been circulated. No issues were raised. PROPOSED: Cllr. Bartle, SECONDED: Cllr. Brown and RESOLVED. 1 abstention.
- b) **July Payments.** These had been circulated. No issues were raised. PROPOSED: Cllr. Ware, SECONDED: Cllr. Pearson and RESOLVED. 2 abstentions.
- c) **August Payments.** Circulated and no issues were raised. PROPOSED: Cllr. Ware, SECONDED: Cllr Brown and RESOLVED. 2 abstentions.
- d) **To approve unplanned or unbudgeted expenditure.** None to note.
- e) **Internal auditor.** An internal auditor had been contacted, Cllr. Sheldon and Clerk recommended that the Council appoint Mulberry Local Authority Services Ltd on a 3-year engagement period (for best value). PROPOSED: Cllr. Sheldon, SECONDED: Cllr. Jones and RESOLVED (unanimously).

## **25/236 To Receive and Consider Reports and Minutes of Committees and Working Groups**

- a) **Hall Management Committee (HMC) 8<sup>th</sup> July and 27<sup>th</sup> August 2025.** Dealt with under Viscountess Barrington Trust (VBT) meetings. HMC to be taken off SPC agenda.
- b) **Planning Committee 22<sup>nd</sup> July 2025.** There was a Planning Committee meeting on the 22<sup>nd</sup> July 2025, multiple planning applications had to be submitted prior to SPC meeting.
- c) **Personnel Committee.** Confirmed appointment of new Clerk.

## **25/237 To receive such communications as the person presiding may wish to lay before the Council**

**Footpath Consultation.** OCC had previously viewed the footpaths. Cllr. Sheldon raised issue with OCC of the importance of connecting the cinder track to path placed by the football pitch where there is a gap. OCC advised that if SPC paid for legal moving of the right of way it can be moved to go around the football pitch to connect to cinder track. New track is still up for consultation, Cllr. Sheldon recommends accepting new proposed track.

## **25/238 To receive reports from Councillor's attending meetings on behalf of the Council**

- a) **ARP meeting** – Cllr Ware. No update.

## **25/239 Planning Matters**

### **a) New Applications to consider:**

- i) **P25/V1256/HH - 32 Stallpits Road Shrivenham Swindon.** Side and rear extensions.
- ii) **P25/V0926/LDP - 15 Fairthorne Way Shrivenham Swindon.** Detached garage
- iii) **P25/V1503/NM - Land North of Shrivenham Highworth Road (Phase 2).** Non-material amendment.
- iv) **P25/V1588/FUL - Smelting Yard Station Road Shrivenham Swindon.** Change of use from agricultural shed to light industrial premises.
- v) **P25/V1638/HH - 1 Trajan Road Shrivenham Swindon SN6 8FJ.** Conservatory in back garden.
- vi) **P25/V1662/LDP - 31 Fairthorne Way Shrivenham Swindon SN6 8EA.** Single storey Kitchen extension to the rear

### **b) Applications received since the publication of the Agenda**

**c) Decisions**

- i) **P24/V1867/FUL – Land to the west of Northford Close.** New access to golf course for grounds maintenance vehicles. Awaiting determination.
- ii) **P25/V0367/FUL - Smelting Yard Station Road Shrivenham Swindon SN6 8GG.** Partial change of use (75%) of existing agricultural building to light industrial / storage. Awaiting determination.
- iii) **P25/V0260/FUL - Shrivenham Church Of England Primary School High Street Shrivenham Swindon SN6 8AA.** Replacement windows and rainwater goods to school listed building; alterations to the school grounds. Awaiting determination.
- iv) **P25/V0261/LB – Shrivenham Church of England Primary School, High Street.** Replacement windows and rainwater goods to school listed building; alterations to the school grounds. Awaiting determination.
- v) **P25/V1362/HH - 9 Hazells Lane Shrivenham Swindon.** Loft conversion: granted.

All new applications approved, PROPOSED: Cllr. Bartle, SECONDED: Cllr. Sheldon and RESOLVED.

**25/240 Proposal that the Council changes name to “Shrivenham Community Council”**

Advised to take no further action after some discussion regarding legal implications, costs and reorganisation which SPC does not have the legislative power to do.

**25/241 Recording and Live streaming of Council Meetings**

A full formal policy needs to be created before any action towards recording/live streaming meetings can be done.

**25/242 Community Activities**

- a) Summer Fete 2025 was a great success and Council will issue a letter of thanks to the Fete Committee.
- b) Community litter pick on Saturday 20<sup>th</sup> September 2025 at 9:30am outside the Memorial Hall, volunteers to contact John Lloyd.

**25/243 Climate Emergency**

Feedback regarding the Refillery is needed from C/Cllr. Markham and D/Cllr. Foxhall

**25/244 Parking**

- a) **Parking on Manor Lane.** No Update
- b) **Parking on Fairthorne Way.** OCC Officer to follow up in October meeting
- c) **Martens Road.** When car park is full, junction becomes overflowed from parked cars and onto Highworth Road. Cllr. Howell to raise this issue with OCC.

**25/245 Website**

No Update. See Any Other Business.

**25/246 Community Transport**

No update. In need of volunteers.

**25/247 School Liaison**

- a) Members of staff from Shrivenham Primary School are going to do the Great South Run in Portsmouth to raise money for the playground
- b) Ridgeway School would like to thank community for warm welcome

#### **25/248 Community Speedwatch**

The Speedwatch team conducted 15, 1-hour sessions on 9 different sites in the village. All sessions were in 20mph zones, with a top speed of 42mph recorded. 413 vehicles were reported to Thames Valley Police. New roundabout is now active. A new Speedwatch sign has been ordered to be placed just off the roundabout. Some changes in traffic behaviour to be expected on Highworth Road as the school reopens.

#### **25/249 S106/CIL Funding**

- a) **Art piece for recreation ground.** Two proposed designs were circulated for an art piece to be placed on the recreation ground. Both designs were considered, it was concluded that the brief for design should be revised, and a Working Group should be formed to help with this. PROPOSED: Cllr. Sheldon. SECONDED: Cllr. Jones and RESOLVED.

#### **25/250 Allotments**

Currently no free plots in allotments. Mound plot needs to be cleared and then can be offered to waiting list. New padlock has been put on the gate at the allotments due to fly tipping. Cllr. Howell had member of public report that the hedge around back of allotments needs to be trimmed.

#### **25/251 Environmental Matters**

- a) **Tuckmill Meadows SSSI.** Cows have arrived; each is fitted with remote sensor to allow cattle to be contained within specific areas.
- b) **Canal Group.** No update. Need volunteers.

#### **25/252 Social Media**

No update.

#### **25/253 Any other Business to be added to next month's agenda**

- a) Proposal to accept OCC Footpath consultation
- b) Cllr. Page proposed to take over Community Activities
- c) Cllr. Page proposal to redesign website along if pro bono.
- d) Thank you letter to Fete Committee & member of the Shrivenham Artistic Society who donated sale of a painting to SPC.

#### **25/254 Date of Next Meeting**

Wednesday 1<sup>st</sup> October 2025