

## **SHRIVENHAM PARISH COUNCIL (SPC)**

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 1<sup>st</sup> October 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  
Gerard Pearson  
Elaine Ware  
Claire Winfield  
Richard Page  
Emma Markham

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

Lyn Frape (Deputy Clerk)  
6 members of the public

#### **25/255 Recording of Meeting**

It was noted that the meeting was being recorded.

#### **25/256 Apologies for Absence**

Cllr. Howell.

#### **25/257 Declarations of Interest**

None

#### **25/259 Minutes of previous meetings**

- a) Minutes of the Shrivenham Parish Council (SPC) meeting held on the 2<sup>nd</sup> July 2025 were approved. PROPOSED: Cllr. Brown, SECONDED: Cllr. Pearson and RESOLVED. 1 abstention.
- b) Minutes of the Shrivenham SPC meeting held on the 3<sup>rd</sup> September 2025. Cllr. Pearson requested **25/229** be changed from "Outline for project with deliverables has been given to Cllr. Pearson" to "Outline for project with deliverables has been supplied by Cllr. Pearson". Minutes to be signed at SPC's November meeting.

#### **25/260 Matters arising from the last meeting not itemised on the agenda**

- a) **25/229 (25/198 - 25/169 - 25/137 - 25/34 - 25/04 - 24/333 - 24/304 - 24/280) – EV Charging at Martens Road Car Park – Cllr. Peason.** List of potential suppliers has been revised. Two of which are doing a free visit in the coming week. It is likely to be between 4 and 6 charging stations. Concerns were raised about the limitation of parking spaces. Cllr. Sheldon suggested that it would be more suitable to begin with 2 charging stations, with more to be implemented if there is a demand.
- b) **25/229 (25/198 - 25/169 - 25/137 - 25/34 - 25/05) Complaint about the state of the pavements in the village – C/Cllr. Markham.** Addressed in **25/262 County Councillor's Report.**

#### **25/261 Public Representation**

- a) **Parking at Martens Road.** Parking on Martens Road is an increasing issue. Residents are having difficulty getting into their own homes. cars were parked on dropped curbs; multiple vehicles were parked at the junction and even cars parked directly on the pavement. This causes multiple problems for residents, particularly those who require wheelchairs or with prams. Tend to occur on Saturdays. Cllr. Markham to investigate creating double yellow lines approaching junction.
- b) **Parking.** A member of public questioned the possibility for cars to be parked along the cinder track. This may open parking spaces for both football and cricket clubs and potentially the new school.
- c) **SPC Agenda.** A member of public raised an issue with the statement on the SPC agenda under Public Speaking and Question Time. Of particular concern was that the public are only able to speak on business itemised on the agenda. – **Clerk to reword in line with legislation.**
- d) **SPC Noticeboard.** An issue with the state of the noticeboard was also raised. The poor condition of the perspex on the noticeboard where the agenda is published makes the agenda and documents difficult to read.

#### **25/262 County Councillor's Report**

- a) **Oxfordshire Rail 2040 Consultation.** Oxfordshire Rail consultation is taking place, the most relevant to Shrivenham as part of this consultation would be a potential new train station at Wantage & Grove.
- b) **Oxford Congestion Charges.** Congestion charges are coming into effect in Oxford City Centre due to the Botley Road closure causing congestion on the road. All Oxfordshire residents are entitled to 25 free visits to Oxford city centre; a permit can be applied for online.
- c) **A240.** Speed limit changes are to be made on the A420. All single carriageways will be 50 pmh until dual carriageways will remain at the national speed limit; date of which changes will come into effect are to be confirmed.
- d) **Pavements in the village.** Cllr. Markham awaiting response to any action on the issue of pavements. – **C/Cllr. Markham to follow up.**
- e) **Swindon Local Plan.** C/Cllr. Markham to follow up with Oxford County Council (OCC) to respond to Swindon Borough Council's Local Plan and provide SPC with said response. – **C/Cllr. Markham to follow up.**

#### **25/263 District Councillor's Report**

- a) **Waste management contact number.** There is a new contact number for waste-related queries. From now on, residents who cannot find or report waste information online, should call: 01235 422 123. The old 03000 waste number will be inactive soon.
- b) **Swindon Local Plan.** D/Cllr. Foxhall to follow up with Vale of Whitehorse District Council (VoWHDC) to respond to Swindon Borough Council's Local Plan and provide SPC with said response. – **D/Cllr. Foxhall to follow up.**

#### **25/264 Chairman's Announcements**

Two members of staff are currently away for an undetermined amount of time; therefore, the Council is currently understaffed and wishes both Councillors and members of public for forbearance during this period. Cllr. Page expressed concerns over this matter and requested to be considered to join the personnel committee. It was advised that the next opportunity to join would be May 2026, unless a current member steps down.

#### **25/265 To consider a proposal for Cllr Page to redesign the Shrivenham Parish Council's (SPC)'s new website**

Cllr Page to design a new or redesign the SPC website pro bono. PROPOSED: Cllr. Page, SECONDED: Cllr. Bartle and RESOLVED (unanimously).

#### **25/266 To propose SPC fund Members' and staff training**

The Council to fund Councillor and staff training for SLCC's Introduction to Local Council Administration (ILCA) qualification. Qualification cost is £120 + VAT individually. Those interested to contact the Clerk.

#### **25/267 Financial Matters**

- a) **August and September reports.** These had been circulated. No issues were raised. PROPOSED: Cllr. Bartle, SECONDED: Cllr. Brown and RESOLVED. There were two abstentions: Cllr. Page and Cllr. Winfield.
- b) **September payments.** These had been circulated. No issues were raised. PROPOSED: Cllr. Woodhouse, SECONDED: Cllr. Ware and RESOLVED. There were two abstentions: Cllr. Page and Cllr. Winfield.
- c) **Unplanned or unbudgeted expenditure.** Due to staff sickness, Administrative Officer to be given extra hours of one day per week to cover.

#### **25/268 To Receive and Consider Reports and Minutes of Committees and Working Groups**

**Wood Sculpture – Cllr. Jones.** The artist for the sculpture has provided a revised design with a good likeness of Viscountess Barrington. The design features Viscountess Barrington with a sash marked "100 years" in honor of the centenary of the Memorial Hall. The previous symbols deemed unnecessary have been removed from the design. The sculpture should be on a stone plinth and feature a plaque. Concerns were raised about vandalism and the perspective of residents on the sculpture. Information regarding the sculpture and details of funding to be published in the newsletter and online prior to the erection of sculpture.

**25/267 To receive such communications as the person presiding may wish to lay before the Council**

**Letter from the fete committee.** Fete committee have been working to secure funding for the Christmas lights. The fete committee has some funds from the previous year. The committee asks the Council to provide the remaining funds needed.

**25/268 To receive reports from Councillor's attending meetings on behalf of the Council**

None.

**25/269 Planning Matters – Cllr. Bartle.**

All planning applications have been granted apart for one new application and one awaiting determination. There is a reapplication for Becket Cottage (**P25/V2034/FUL**). This application has been resubmitted with a new plan. Cllr. Bartle suggested that there should be no objections to this as there were none to the previous application.

**25/270 Cllr Ware & Bartle to update SPC's response to the "Swindon Local Plan"**

Cllrs. Bartle and Ware examined Swindon Borough Council's Local Plan. Within the Local Plan, 10,000 new houses are to be built. Cllrs. Bartle and Ware highlighted that as a result of this, there would be further strain on the A420. The response sent to Swindon Borough Council has been circulated. The response is also being sent to OCC and the Vale of Whitehorse District Council (VoWDC). C/Cllr. Markham advised that Wroughton Parish Council have also raised an issue with Swindon's Local Plan.

**25/271 Community Activities**

- a) Cllrs. Page and Winfield attended a litter picking session.
- b) Shrivenham Then & Now, a play, is taking place on Friday the 3<sup>rd</sup> October at 7:30pm. Tickets can be purchased at the door or online.

**25/272 Appointment of Member with Responsibility for Parish Transport**

Cllr. Winfield volunteered.

**25/273 School Liaison**

- a) **Shrivenham School statue.** The statue that was previously in front of old school to be placed in front of new school; date to be confirmed.
- b) **Great South Run.** Members from Shrivenham Primary School are taking on the Great South Run on Sunday 19<sup>th</sup> October 2025. This is to raise money for new school play equipment. £1,175 has been raised so far.
- c) **SEND School.** The SEND School is not open yet; awaiting documentation from the Department of Education.

**25/274 Community Speedwatch – Cllr. Pearson**

Speedwatch team has conducted 13, 1-hour sessions on 8 different sites in the village. All sessions were in 20mph zones, with a top speed of 45mph recorded. 281 vehicles were reported to Thames Valley Police (TVP). The new roundabout is active now and there is a new yellow police Speedwatch sign placed just off the roundabout. 9 vehicles were identified to be without tax, 4 MOT and 1 SAWN. Furthermore, the speedwatch team also assisted in police matters.

#### **25/275 Allotments – Cllr. Woodhouse**

- a) **Allotment inspection.** The 2<sup>nd</sup> annual inspection of the allotments had taken place on the 19<sup>th</sup> September with Shrivenham Allotment Gardens Association (SAGA) representative. Letters to remedy or quit have been sent to those necessary. Currently no vacant plots with 6 people on the waiting list. Cllr. Woodhouse has spoken to resident whose hedge is overgrown, from plot 94 to 84b and advised that the resident is unwilling to trim said hedge and it may be an issue the Council themselves will have to deal with.
- b) **Fly tipping.** Cllr. Woodhouse would like to introduce CCTV to the allotment car park due to a fly tipping issue – Cllr. Woodhouse to find two quotes for this
- c) **Water Tank.** No update; awaiting response from Climate Action Fund.

#### **25/276 Environmental Matters – Cllr. Watson**

Cattle is currently in Tuckmill Nature Reserve; each fitted with collars. There is a QR code on the notice-board that can be scanned to find out where cattle is.

#### **25/277 Social Media – Cllr. Brown to propose to handover SPC social media to SPC staff**

Cllr. Brown to handover main control and duties of SPC Facebook page to SPC staff with Cllr. Brown as backup if needed. PROPOSED: Cllr. Brown, SECONDED: Cllr. Sheldon and RESOLVED (unanimously).

#### **25/278 Any other Business to be added to next month's agenda**

None.

#### **25/279 Date of Next Meeting**

Tuesday 4<sup>th</sup> November 2025 at 7:00pm in the Vic Day Hall.

Meeting closed at 20:55