

SHRIVENHAM PARISH COUNCIL (SPC)

The Memorial Hall, Highworth Road,

Shrivenham, SN6 8BL

Telephone: 01793 782 925

www.shrivenham.org

Clerk: Liza Whitney

Minutes of Monthly Shrivenham Parish Council meeting held on Tuesday 4th November 2025 at 7:00 pm In the Vic Day Hall at the Memorial Hall

Cllrs. Present: Bob Sheldon (Chair)
Julia Jones
Richard Bartle
Gerard Pearson
Richard Page
Simon Howell

In attendance: Liza Whitney (Parish Clerk)
Lyn Frape (Deputy Clerk)
Alisha Sorr (Administration Officer)
5 members of the public

25/284 Recording of Meeting

It was noted that the meeting was being recorded.

25/285 Apologies for Absence

Cllr. Brown, Cllr. Ware, Cllr. Watson, Cllr. Winfield, Cllr. Woodhouse.

25/286 Declarations of Interest

None

25/287 Minutes of previous meetings

- a) Minutes of the Shrivenham Parish Council (SPC) meeting held on the 3rd September 2025 were approved. PROPOSED: Cllr. Bartle, SECONDED: Cllr. Pearson and RESOLVED (unanimously). Minutes were signed.
- b) Minutes of the SPC meeting held on the 1st October 2025 were approved. PROPOSED: Cllr. Pearson, SECONDED: Cllr. Jones and RESOLVED (unanimously). Minutes were signed.
- c) Minutes of the extraordinary SPC meeting held on 8th October 2025 were approved. PROPOSED: Cllr Howell, SECONDED: Cllr. Jones and RESOLVED (unanimously). Minutes were signed.

25/288 Matters arising from the last meeting not itemised on the agenda

- a) **25/260 – EV Charging at Martens Road Car Park – Cllr. Pearson.** Cllr. Pearson met with a representative from Crystal EV Charing on the 9th October. They believed that it would be more advantageous to try and latch into the electricity supply of the houses nearby to supply charging stations for the car park. On the 10th of October Cllr. Pearson then met a representative from Oxford Installations who believed it would be best to look for a supply elsewhere, awaiting quotes from both. Cllr. Pearson will continue to look for other suppliers. Cllr. Pearson advised that the nearest EV charging point locally is a car park at McDonalds in Watchfield. Cllr. Howell suggested looking into the usage of charging stations at McDonalds as many people charge their vehicles at home.
- b) **25/229 Complaint about the state of the pavements in the village – C/Cllr. Markham.** To stay on agenda; Cllr Markham not in attendance.

25/289 Public Representation

- a) **Defibrillator Training.** Annual defibrillator training took place on Tuesday 28th October and 45 people attended.
- b) **Allotments.** On the 19th October a paper was published by Shrivenham Allotment Gardens Association (SAGA) and given to SPC. Most notably this stated that under Allotments Act 1950 s.10, income generated from the rent of allotments should be reinvested back into the allotments and its management.
- c) **Transparency.** A resident queried SPC & VBT transparency to which Clerk & Chair assured them that they are doing the best they can with staff sickness and will aim to be on top of this issue when possible.

25/290 County Councillor's Report

None.

25/291 District Councillor's Report

None.

25/292 Chairman's Announcements

Two current members of staff are off due to long-term sickness. As a result, the Council is stretched, particularly regarding Hall management. Much of the Hall management work is now being done by Cllrs. Jones, Watson, Woodhouse & Sheldon. Cllr. Sheldon requested assistance from any other Councillors that are available to help with this.

Charlie Maynard, MP for Witney, has booked the Hall for his constituency surgery. He has booked these for every few months up to August 2026. The first is on Friday the 7th November from 2 p.m. to 4 p.m. in the Chestnut Room. The next booking takes place on the 23rd of January 2026, again from 2 p.m. to 4 p.m.

25/293 To consider a paper from the Shrivenham Allotment & Garden Association (SAGA), to discuss its funding and propose a review – Cllr. Sheldon

Discussed in **25/289**.

25/294 Website: update – Cllr. Page

Website is to be built on WordPress; this is an open-source platform used by many other Parish Councils. Gov.uk address costs £10+VAT. Website is aimed to be up and running by January/February 2026. Cllr. Page requested pictures from any members of public of the Village for the website – **Cllr. Brown to post this on Facebook**

25/295 To propose the design of a logo for SPC

As part of the website, a logo needs to be designed for both SPC and VBT. There is a current drawing of the Memorial Hall that is sent on invoices. Clerk proposes to design a logo with the Memorial Hall with 'Shrivenham Parish Council' featured. PROPOSED: Cllr. Page, SECONDED: Cllr. Sheldon and RESOLVED (unanimously).

29/296 SLCC's Introduction to Local Government (ILCA) qualification: update – Cllr. Sheldon

Six Councillor's and SPC members of staff have enquired about the ILCA qualification. The beginning of the new course will start in January.

29/297 Parking on Manor Lane: update – Cllr. Markham

In the absence of Cllr. Markham, Cllr. Howell provided an update on parking issues raised. The three main issues were parking on Manor Lane, Fairthorne Way and the junction on Highworth/Martens Road. The parking issue on the junction of Highworth and Martens Road is a particular problem on football match days or particularly large events. Cllr. Howell has provided all information and evidence to an officer at Oxford County Council (OCC) who has been aware of all parking issues in the village and is currently writing a report.

25/298 Financial Matters

- a) **September reports.** These had been circulated. No issues were raised. PROPOSED: Cllr. Howell, SECONDED: Cllr. Jones and RESOLVED. There was one abstention: Cllr. Page
- b) **Payments.** These had been circulated. No issues were raised. PROPOSED: Cllr. Pearson, SECONDED: Cllr. Bartle and RESOLVED. There was one abstention: Cllr. Page.
- c) **Unplanned or unbudgeted expenditure.** None.

25/299 To receive and consider reports and minutes of committees and working groups

a) **VBT Wood Sculpture – Cllr. Jones.**

Cllr. Jones has been in contact with the artist, and he has received the money to source the wood needed for the sculpture. The artist is hoping to have the sculpture completed by April 2026.

25/300 To receive such communications as the person presiding may wish to lay before the Council

None.

25/301 To receive reports from Councillor's attending meetings on behalf of the Council

None.

25/302 Planning Matters – Cllr. Bartle.

a) Applications not published on the agenda:

PV25/V2323/LDP – 1 Miles Close. Single storey rear extension. Cllr. Bartle advised that there is not enough time to provide a response to this application, so a planning committee meeting would be needed.

b) Decisions:

- i) P25/V1109/LDP – 1 Trajan Road.** Erection of a UPVC glazed conservatory. **Granted.**
- ii) P24/V1867/FUL – Land to the west of Northford Close.** New access to golf course for grounds maintenance vehicles. **Awaiting determination.**
- iii) P25/V0050/HH – 6 Hicks Close.** Conversion of a double garage to an annexe with an office and gym. **Granted.**
- iv) P25/V0367/FUL – Smelting Yard, Station Road, SN6 8GG.** Partial change of use (75%) of existing agricultural building to light industrial/storage. **Granted.**
- v) P25/V0260/FUL – Shrivenham Church of England Primary School, High Street, SN6 8AA.** 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 small reception extension. **Granted.**

25/303 P25/V2171/SCR – 200 houses on Shrivenham Golf Course by Bloor Homes – Cllr. Bartle

Cllr. Bartle had been in contact with D/Cllr. Foxhall and advised that the developers of these homes have asked the Vale of White Horse District Council (VoWHDC) if an environmental impact assessment needs to be done before any planning applications are submitted.

Cllr. Bartle also advised that a letter from the developers has been circulated to SPC asking for a comment regarding the development of these houses. The developers have also asked for a meeting with SPC. SPC have noted this and will wait for formal process to take place.

25/304 Community Activities

The Hub staff and volunteers are working towards the temporary closure in December. Over the last fortnight a Christmas sale has taken place, and many items have been sold. The Hub will reopen again in the Spring.

25/305 Community Transport project: update – Cllr. Sheldon

The community transport continues to be used regularly but requires more drivers and volunteers.

25/306 School Liaison

- a) **Great South Run.** Shrivenham School did a sponsored run and made almost £2,000 for the playground. There is also a new mosaic outside the front of the school that was created.
- b) **Ridgeway SEND School.** The SEND School is not open yet; still awaiting documentation from the Department of Education.

25/307 Community Speedwatch – Cllr. Pearson

15 Sessions were completed in the past month on 10 different sites in the village with 294 vehicles reported for speeding. The maximum speed recorded in one session was 43 mph in a 30 mph zone. The maximum speed recorded in 14 sessions was 41 mph in a 20 mph zone. The team is in need of new members and any volunteers.

25/308 Allotments – Cllr. Woodhouse

The allotments were inspected in October, multiple letters to improve have gone out. There are currently 5/6 people on the waiting list. The area where the mound previously was needs to be cleared to create more plots.

25/309 Environmental Matters – Cllr. Watson

No update.

25/310 SPC social media: update – Cllr. Brown

Login details to be given to SPC staff – **Cllr. Brown to provide these.**

25/311 Any other Business to be added to next month's agenda

25/312 Date of Next Meeting

Wednesday 3rd December 2025 at 7:00 pm in the Vic Day Hall.

Meeting closed at 20:11.