

SHRIVENHAM PARISH COUNCIL

Minutes of Monthly meeting held on Wednesday 2nd July 2025 at 7.00 pm

In the Vic Day Hall at the Memorial Hall

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

In Attendance: Lyn Frape, Alisha Sorr

County Councillor:

District Councillors:

Public: 12 Members of the public

25/194	RECORDING OF MEETING It was noted that the meeting was being recorded.	
25/195	APOLOGIES FOR ABSENCE N/A.	
25/196	DECLARATIONS OF INTEREST None.	
25/197	MINUTES OF THE PREVIOUS MEETING The minutes of the Parish Council meeting held on the 4 th June were approved. Proposed Cllr Howell, Seconded Cllr Jones. RESOLVED. The minutes were signed.	
25/198	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA <ul style="list-style-type: none"> a) 25/169 (25/137 - 25/34 - 25/04 - 24/333 - 24/304 - 24/280) – EV Charging at Martens Road Car Park – Cllr Pearson. No Update. b) 25/169 (25/137 - 25/34 - 25/05) Complaint about the state of the pavements in village. Letter has been sent to the County Council. No Update. Cllr Sheldon to contact County councillor. c) 25/169 (25/137 - 25/78) – New bin at the Lynch Gate – Cllr Sheldon. Unable to ascertain who has ownership of bins therefore cannot be emptied officially. Matter closed. d) 25/169 (25/128) – Defibrillator training, Mr. Lloyd. Defibrillator training is to be undertaken annually every October and possibly March if an instructor is available. 	GP RS
25/199	PUBLIC REPRESENTATION <ul style="list-style-type: none"> a) Play Park. A member of the public raised an issue with the current condition of the play park. Cllr Sheldon advised this is a VBT issue. b) Election. Justification for the cost of the election was requested. Cllr Sheldon explained an estimate was asked for and denied, cost can only be ascertained after the election has taken place. c) Pavements & Highways. Issue raised about the condition of pavements and highways. Cllr Sheldon in touch with CC, has been told the issue is not bad enough yet. Area in Sand Hill has been repatched. d) Allotments. Issue was raised about the condition of the allotments, tenants have reported issues of dog poo, minor theft and taps left on. 	
25/200	COUNTY COUNCILLOR'S REPORT No report.	
25/201	DISTRICT COUNCILLORS' REPORT No report.	

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25/202	CHAIRMAN'S ANNOUNCEMENTS. No announcements.	
25/203	REVIEW DATE OF NOVEMBER MEETING Date of November meeting to be changed from Wednesday 5 th November to Tuesday 4 th November due to Defence Academy fireworks display. Proposed Cllr Sheldon, Seconded Cllr Brown. RESOLVED.	
25/204	APPOINTMENT OF MEMBER WITH RESPONSIBILITY FOR PARISH TRANSPORT No update.	
25/205	APPOINTMENT OF MEMBER WITH RESPONSIBILITY FOR EMERGENCY PLANNING Cllr Ware volunteered. Proposed Cllr Sheldon, Seconded Cllr Woodhouse. RESOLVED.	EW
25/206	FINANCIAL MATTERS <ul style="list-style-type: none"> a) May Finance Reports. These had been circulated. No issues were raised. Proposed Cllr Brown, Seconded Cllr Pearson. RESOLVED. There was one abstention b) June payments. These had been circulated. No issues were raised. Proposed Cllr Bartle, Seconded Cllr Brown. RESOLVED. There was one abstention c) To approve unplanned or unbudgeted expenditure. There was a request for organisation and finance to look at reserves and costs for election. This will be done after the election has taken place. 	
25/207	TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS <ul style="list-style-type: none"> a) Personnel Committee. The committee recommended appointment of new Parish Clerk to start with effect on 2nd September. Clerk was selected through comprehensive recruitment process, including two interviews and meeting the staff. Proposed Cllr Sheldon, Seconded Cllr Brown. RESOLVED. 	
25/208	TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL <ul style="list-style-type: none"> a) Part Night-Lighting consultation. Proposal from OCC to shut off streetlights at suitable hour of the night was circulated. Consultation to take place in September. Cllr Ware provided information on proposed timings. 	
25/209	TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL <ul style="list-style-type: none"> a) ARP meeting. Cllr Ware reported that a poster for fancy dress at the fete was translated and circulated. First kickabout session at football club failed to attract any children. Arrangements for bike maintenance course progressing – venue needs to be confirmed. Currently working with the Mears to produce friendly cricket games. Seeking ideas for other events to take place during school holidays. 	EW
25/210	PLANNING MATTERS <ul style="list-style-type: none"> a) New Applications to consider: <ul style="list-style-type: none"> i) P25/V1109/LDP – 1 Trajan Road. Erection of UPVC glazed conservatory. ii) P25/V0926/LDP – 15 Fairthorne Way. Detached garage 	

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	<p>b) Decisions</p> <p>i) P24/V1867/FUL – Land to the west of Northford Close. New access to golf course for grounds maintenance vehicles. Awaiting determination.</p> <p>ii) P25/V0050/HH – 6 Hicks Close. Conversion of double garage to an annexe with an office and gym. Granted.</p> <p>iii) 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.</p> <p>iv) 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, 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. Awaiting determination.</p> <p>v) 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, 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. Awaiting determination</p> <p>vi) P25/V0620/LDP - 23 Lawrence Avenue Shrivenham Swindon SN6 8FZ. Loft conversion with dormer window. Granted</p> <p>vii) P25/V0710/HH – 5 Forrest Close. Single storey side extension. Granted.</p>	
25/211	<p>RECORDING & LIVE STREAMING MEETINGS</p> <p>a) Standing order 3L. Subject to standing order 3L any persons who attend the meeting is permitted to report on the meeting whilst the meeting is open to public. To report means to film, photograph, make an audio recording or use other means to report the meeting</p> <p>b) Monitoring Officer. Cllr Sheldon emphasised the monitoring officer has conveyed that a person may inform others of the recording of the meeting, but it is not a legal requirement.</p> <p>c) Equipment. Cllr Winfield suggested the council invest in equipment necessary to facilitate the recording and streaming of meetings.</p> <p>d) Policy implementation. Cllr Brown suggested developing a policy on the live streaming and recording of meetings. Timeline for developing such policy should be considered before council can be responsible for recording and streaming of meetings.</p> <p>d) Preparation. Equip and prepare administratively to take on public streaming of meetings with relevant policy. Proposed Cllr Winfield. Seconded Cllr Brown. There was vote against</p>	
25/212	<p>COMMUNITY ACTIVITIES</p> <p>a) Centenary concert. Successful school concert for the Centenary of the Hall</p> <p>b) Rain or Shine. Took place in the Hall and was reasonably successful</p>	

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	<p>c) Alfred Williams play. VBT sponsoring play about poet Alfred Williams on 3rd October</p> <p>d) School Playground. Contractor of school has left them with unfinished playground. Year 6 are fundraising for equipment for playground, long-term target is £20,000, short-term target is £3,000</p> <p>e) Let's Dance. Previously taken place March 2025, to be repeated next year, 8th March 2026</p>	
25/213	<p>CLIMATE EMERGENCY No Update.</p>	
25/214	<p>PARKING</p> <p>a) Parking on Manor Lane & Fairthorne Way. CC currently reviewing this issue. Tickets have been issued; vehicle registrations have been taken. More enforcement will be taking place in the coming month. CC aiming to conclude review end of July/beginning of August. Cllr Howell to update further when review has concluded.</p> <p>b) One Stop Deliveries. Residents raised issues about disruption caused by deliveries. Previous agreement of no deliveries before 7am is not being adhered to. Volume of deliveries is also a concern. Ongoing matter, Cllr Howell to keep council informed.</p>	SH
25/215	<p>WEBSITE Website process to transfer to a gov.uk domain should be examined when the new clerk starts. Potentially look for a volunteer to assist</p>	SH
25/216	<p>COMMUNITY TRANSPORT Vehicle being used responsibly. Averaging 25 journeys per month.</p>	
25/217	<p>SCHOOL LIAISON</p> <p>a) Sports Day. Sports day today taking place on the rec</p> <p>b) SEND school. Open day for the SEND school 14th July 15:00-17:00</p>	
25/218	<p>COMMUNITY SPEEDWATCH 5 sessions in the past month, reported 105 vehicles, max speed noted was 38mph in 20mph zone. 1 session on Highworth road. National Speedwatch day 11th July. Need to recruit more volunteers</p>	GP
25/219	<p>S106/CIL FUNDING</p> <p>a) Art piece for recreation ground. Funding for sculpture on recreation ground has been received. Any potential ideas need to be explored</p>	BW JJ
25/220	<p>ALLOTMENTS</p> <p>a) Quotes for water tank. Two quotes for a new water tank have been obtained.</p> <p>b) Inspection & walkaround. Condition of allotments has improved, mound is gone. New plots are available and have been offered.</p>	NW
25/221	<p>ENVIRONMENTAL MATTERS</p> <p>a) Tuckmill Meadows SSSI. Fence has been completed. Boardwalk in need of complete replacement.</p> <p>b) Canal Group. Childs slide has been discarded by bins. No progress, in need of volunteers.</p>	BW

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25/222	SOCIAL MEDIA a) Post seeking volunteers for Canal Group, Speedwatch and other roles that need to be filled b) Majority of posts were to notify members of public about the election and candidates, more posts morning of election c) Post advertising Rain or Shine to be done d) VBT Facebook page has been set up to publicise all VBT events separate from SPC	LB
25/223	ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTH'S AGENDA.	
25/224	DATE OF NEXT MEETING Wednesday 3 rd September 2025	

The meeting closed at 20.28