

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

The Memorial Hall, Highworth Road,

Shrivenham, SN6 8BL

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

Clerk: Liza Whitney

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

**Cllrs. Present:** Bob Sheldon (Chair)  
Julia Jones  
Richard Page  
Elaine Ware  
Claire Winfield  
Nathan Woodhouse

**In attendance:** Liza Whitney (Parish Clerk)  
Lyn Frape (Deputy Clerk)  
Alisha Sorr (Administration Officer)  
C/Cllr Emma Markham  
D/Cllr Kat Foxhall  
2 members of the public

#### **25/313 Recording of Meeting**

It was noted that the meeting was being recorded.

#### **25/314 Apologies for Absence**

Cllr. Bartle, Cllr. Brown, Cllr. Howell, Cllr. Pearson, Cllr. Watson

#### **25/315 Declarations of Interest**

None

#### **25/316 Minutes of previous meetings**

Minutes of the Shrivenham Parish Council (SPC) meeting held on the 4<sup>th</sup> November 2025 were approved. PROPOSED: Cllr. Page, SECONDED: Cllr. Jones and RESOLVED (unanimously). Minutes were signed.

#### **25/317 Matters arising from the last meeting not itemised on the agenda**

**a) EV Charging at Martens Road Car Park – Cllr. Pearson**

No update.

**b) Complaint about the state of the pavements in the village – C/Cllr. Markham**

The road resurfacing has already been assessed and is going to be scheduled, awaiting a response about the pavements.

## **25/318 Public Representation**

### **a) SAGA**

SAGA have sent a letter and e-mails to SPC regarding the allotments. Two proposals for work have been previously agreed, and SAGA wishes for this to be in writing so quotes can be gathered for work to be done. Cllr. Sheldon and Clerk advised that a formal written response from SPC would be provided.

## **25/319 County Councillor's Report**

### **a) A420**

Speed limit changes to the A420 have been confirmed and will 50mph. The work is due to start on the 10<sup>th</sup> of February 2026. Flooding has also been an issue recently due to the storm. Cllr. Markham has raised this and escalated.

### **b) Local government reorganisation**

OCC has submitted a proposal to government as of the 2<sup>nd</sup> December 2025. It will then move to discussion, and a final decision will be made during the summer of 2026. Shadow elections are pencilled in for May 2027, and a new Council will be formed 1<sup>st</sup> of April 2028.

### **c) Watchfield community meeting**

Watchfield hosted a community meeting to discuss the proposed development on the golf course. This was well attended and information is being gathered to submit a response.

### **d) Fixmystreet**

Inspectors have scheduled a site visit to the bridge on Highworth Road and will be looking to see if road markings and signage can be improved. Road resurfacing also needed on Highworth road has been recorded and will be scheduled. A kissing gate has been recently installed on Pennyhooks Lane which is now accessible for wheelchair users.

## **25/320 District Councillor's Report**

### **a) Local government reorganisation**

The Vale of White Horse District Council (VoWHDC) has also submitted a proposal. A joint scrutiny meeting took place prior to submitting this proposal. Three different proposals for Oxford have now been submitted. One by OCC, one by VoWHDC and One by Oxford City.

### **b) Bloor Homes planning application**

Cllr. Foxhall will be asking officers to extend the consultation period to the maximum amount they are able, particularly considering the Christmas period.

## **25/321 Chairman's Announcements**

The Council is still operating in the absence of two full time members of staff and remaining staff are only part time and under enormous pressure. Cllr. Sheldon asks for both members of public and Councillors to show understanding during this difficult period. Cllr. Sheldon thanks the Clerk, Deputy Clerk and Administration Officer for all their hard work during these very challenging conditions since September.

The Deputy Hall Manager, who was off long-term sick has resigned and will be leaving shortly. Cllr. Sheldon thanks her for the work that she has done for the Council and wishes her the best of luck for the future.

The contract of the Administration Officer ends this month and Cllr. Sheldon expressed how extremely grateful the Council is for all her efforts.

Lastly, the Christmas lights and tree in the village are up and have been a success, a special thanks to the fete committee and Cllr. Ware also for the Memorial tree.

#### **25/322 To consider a proposal for the review of the allotment rents**

The water budget for the allotments this year was £500, however the bill was over £800. Therefore, Cllr. Sheldon suggested that the water rate increases by 1p to 4p per square metre but ground to stay the same at 20p per square metre. PROPOSED: Cllr. Sheldon, SECONDED: Cllr Ware and RESOLVED (unanimously).

#### **25/323 Website: update – Cllr. Page**

Cllr. Page circulated a skeleton framework for the website and visual representation. Cllr. Page to bring a more interactive draft of the website to Council meeting in January 2026 meeting.

#### **25/324 To consider and propose a draft budget**

The Council has produced a budget analysing previous years. The budget for 2026/27 precept shows £211,758 which is based on a 3% increase on the previous year with the new tax base which is given by VoWHDC. The precept last year was £129.14 for the average Grade B property. A minimum 3% increase is needed as any less than this produces a deficit. A 3% increase would be £3.87 extra, 4% would be £5.17 and 5% is £6.64. Cllr. Ware suggested SPC accept the 4% increase. PROPOSED: Cllr. Ware, SECONDED: Cllr. Jones and RESOLVED (unanimously).

#### **25/325 To consider and propose that all meeting documents to be published on the website – Cllr. Winfield**

Cllr. Winfield expressed that she was of the view that all meeting papers should be published on the SPC website and that any documents circulated to Councillors within the agenda pack ought to be made publicly available. Cllr. Sheldon advised that not all documents are legally required to be published and that publication may be unnecessary where there is no clear benefit to parishioners; it was also noted that this could give rise to potential GDPR concerns. Cllr. Page further advised that publishing all such documents would place a significant administrative burden on the staff, which are already stretched thin. Cllr. Winfield acknowledged the administrative constraints and requested that SPC consider this matter in the future. Cllr. Winfield further emphasised the importance of transparency within SPC.

#### **29/326 Parking update – Cllr. Howell**

The review by OCC is almost complete and is aimed to be produced by next week.

#### **25/327 Financial Matters**

- a) **October reports.** These had been circulated. No issues were raised. PROPOSED: Cllr. Page, SECONDED: Cllr. Ware and RESOLVED (unanimously).
- b) **Payments.** These had been circulated. No issues were raised. PROPOSED: Cllr. Sheldon, SECONDED: Cllr. Woodhouse and RESOLVED (unanimously).
- c) **Unplanned or unbudgeted expenditure.** None.

**25/328 To receive and consider reports and minutes of committees and working groups**

None.

**25/329 To receive such communications as the person presiding may wish to lay before the Council**

None.

**25/330 Planning Matters – Cllrs. Sheldon & Jones**

- a) **P25/V2171/SCR – 200 houses on Shrivenham Park Golf Club – deadline January 5<sup>th</sup> 2026.**

SPC had convened a planning committee meeting to consider the appropriate response to the application and SPC will submit its response by the specified deadline.

**25/331 Community Activities**

On Saturday 6<sup>th</sup> of December, the Hub is closing until March when it will reopen in improved premises with the Post Office. Volunteers will be helping to close and pack up.

**25/332 Community Transport project – Cllr. Sheldon**

One new volunteer driver has been secured.

**25/333 School Liaison – Cllr. Jones**

- a) **Ridgeway School**

Learners arrived for their first day today. There will be a slow induction of two days a week for the weeks remaining before Christmas. They also have the annual Aspris Headteacher day being held at on Wednesday 3<sup>rd</sup> of December bringing 55 visitors. They won't need to host again for many years to come so hopefully not too disruption to the people of Shrivenham.

- b) **Shrivenham School**

Shrivenham School have been in an article recently published in the Evening Advertiser. From the fundraising previously done by the school, playground markings are going down 15<sup>th</sup> of December. The Headteacher will be speaking to a company to arrange a date after Christmas for trim trail designs, and the Cambrian Learning Trust have supported the purchase of lots of new early years outside equipment. Published Admission Numbers (PAN) are currently 45 to the Reception will be reduced to 30 effective from September 2027. The school have been awarded The Modeshift Stars Accreditation for their efforts to increase levels of walking, cycling and other forms of sustainable travel. Lastly, the school is busy preparing for

Christmas and where reception and year 1 will put on a nativity and then year 2 /3 will perform their Christmas play.

**25/334 Community Speedwatch – Cllr. Pearson**

Due to persistent bad weather and limited team availability, there has been a reduction in sessions run. The speedwatch team conducted 9 1-hour sessions across 6 sites in the village, all 20mph zones. The highest speed recorded in a 20mph zone was 51mph which distinctly shows the potential for a serious accident. For the speedwatch team to be effective, more volunteers are required.

**25/335 Allotments – Cllr. Woodhouse**

Cllr. Woodhouse would like to discuss the allotment code of conduct in the New Year. Currently 6 people on the waiting list but 2 plots have become available. No improvements have been made to the mound, but it is aimed to be fixed by the New Year.

**25/337 Environmental Matters – Cllr. Watson**

No update.

**25/338 To receive the following reports**

None.

**25/339 SPC social media update – Cllr. Brown**

No update.

**25/340 Any other Business to be added to next month's agenda**

Engagement strategy – Cllr. Winfield

**25/341 Date of Next Meeting**

Wednesday 7<sup>th</sup> January 2026 at 7:00pm in the Vic Day Hall.

Meeting closed at 20.33