

SHRIVENHAM PARISH COUNCIL

Minutes of the Meeting of the Full Council

held on Wednesday 2 September 2026 at 7.00 pm at the Memorial Hall, Shrivenham

Present	Cllr Sheldon (Chair); Cllr R Page (minute-taker); Cllr Pearson; Cllr Brown; Cllr Howell; Cllr Ware; Cllr Jones; Cllr Bartle; Cllr Watson
In attendance	County Cllr Markham (Oxfordshire County Council); District Cllr Foxhall (Vale of White Horse DC); members of the public
Apologies	Cllr Winfield; Cllr Woodhouse
Clerk	No clerk present. Minutes taken by Cllr Page.

The Chair opened the meeting at 7.00 pm. The Chair advised that the meeting was being recorded by a member of the public and reminded those present that recording is permitted provided it does not disrupt proceedings.

The Chair informed the Council that the Clerk, Liza Whitney, had resigned and that her last day of employment would be 25 September 2026. The Chair confirmed that no discussion would be held on the reasons for the resignation. As a consequence, Cllr Page would take the minutes of this meeting.

26/241 Apologies for absence

Apologies were received and accepted from Cllr Winfield and Cllr Woodhouse.

26/242 Declarations of interest

Cllr Ware – declared a disclosable interest in item 14 - 29 Station Road, and confirmed they would not take part in that item.

26/243 Approval of minutes of previous meetings

The Chair explained that, for various reasons, a number of sets of minutes had not yet been approved by Council. All had been circulated. Each set was taken in turn. It was confirmed that all minutes remain marked 'DRAFT' until approved.

(a) 6 May 2026 – No amendments. Proposed Cllr Pearson, seconded Cllr Bartle. **RESOLVED** that the minutes be approved and signed as a correct record.

(b) 3 June 2026 – Amendment: in minute 26/157 the word 'construction' to read 'community' (Community Infrastructure Levy). A query on minute 26/158 (Environment Officer report on rats at the allotments) was noted; no change to the minute. **RESOLVED** that the minutes be approved as amended and signed as a correct record.

(c) 16 June 2026 – No amendments. Proposed Cllr Pearson, seconded Cllr Bartle. **RESOLVED** that the minutes be approved and signed as a correct record.

(d) 24 June 2026 – Councillors had not had sufficient time to review the circulated draft. Approval was **DEFERRED** to the next meeting; a corrected version to be circulated.

(e) 1 July 2026 – Amendment: minute 26/205 (Planning) – the final sentence referring to the NPPF and appeal to be removed, the minute ending after the policy references. **RESOLVED** that the minutes be approved as amended and signed as a correct record.

(f) 8 July 2026 – Amendment: the paragraph recording the Clerk's comment on the decision (and the Chair's warning) was placed under minute 26/219 in error and should appear under minute 26/218, immediately prior to Cllr Howell leaving the meeting. Wording unchanged. **RESOLVED** that the minutes be approved as amended and signed as a correct record.

(g) 30 July 2026 – Amendment: minute 26/230 – proposer and seconder corrected to read 'proposed Cllr Howell, seconded Cllr Winfield'. **RESOLVED** that the minutes be approved as amended and signed as a correct record.

(h) 20 August 2026 – Amendment: minute 26/238 – wording corrected; minutes mentioned Charlton Road, but should read Charlbury Road. Proposed Cllr Howell, seconded Cllr Jones. **RESOLVED** that the minutes be approved as amended and signed as a correct record.

Cllr Bartle placed on record a formal complaint that so many sets of unapproved minutes had been brought to a single meeting, noting that in nearly 20 years as a councillor this had not occurred before, and that approval of minutes appeared to have been given a low priority. The Chair noted the comment.

26/245 Matters arising from previous minutes not on the agenda

None.

26/246 Public participation

A member of the public suggested that, to encourage council meeting attendance, a banner could be placed outside the Memorial Hall from the Monday before each meeting advertising 'Parish Council meeting this Wednesday 7 pm'. The suggestion was noted.

26/247 Report of the County Councillor

County Cllr Markham reported:

- A motion is to be tabled at OCC on 8 September recommending stricter requirements on developers for timelines on the adoption of roads, drainage, pavements and verges; one Shrivenham case has been outstanding for around 10 years.
- A new OCC website is now available for reporting public rights of way issues (footpath and public trail repairs).
- Blocked drains across the division are being chased for clearance and engineering solutions ahead of the winter.
- Temporary national restriction on the disposal of fridges and freezers at household recycling centres (including Stanford in the Vale) owing to a shortage of specialist contractors.
- The faded 30 mph road marking on the Longcot Road approach has been chased and is scheduled for repainting; a date will be confirmed. Longcot now has its own Community Speedwatch team.
- Highworth Road bridge: on the inspection schedule but not currently rated severe enough for repair; the County Councillor will continue to raise it.

Cllr Bartle expressed disappointment at OCC's feeble highways response to the planning application for housing on the golf course. The County Councillor shared the frustration, noting that highways officers tend to take a middle line, and confirmed she would continue to challenge the highways team to oppose inappropriate applications more strongly. Residents were reminded that dangerous driving (including swerving for potholes) can be reported to the police, which feeds through to OCC Highways.

26/248 Report of the District Councillor

District Cllr Foxhall reported:

- Land east of the A420 (c.100+ dwellings): now the fourth application for the site, refused three times previously. A full ward-councillor response has been submitted reiterating the planning history and noting that local policy (Neighbourhood Plan and Local Plan site allocations) has strengthened since the first application.

- Golf course appeal: the District Councillors are supportive of the joint work between Shrivenham and Watchfield Parish Councils and have asked the Planning Business Manager how best to support the inquiry without harming the process. Both District Councillors hope to attend as much of the inquiry as possible.
- Ongoing bulky-waste problem at a bin store on Bingham Turner Way; officers, Biffa crews, the housing association and Environmental Health are all engaged.
- Local Government Reorganisation: Government announced in July that Oxfordshire will move to three unitary authorities. Shrivenham will fall within the 'Ridgeway' unitary (most of South Oxfordshire, most of Vale of White Horse and West Berkshire). Division boundaries will follow current county lines with two councillors per division; the Watchfield & Shrivenham district ward will cease. Concerns about the impact of West Berkshire's financial position are being raised through the new joint scrutiny arrangement, whose first meeting is next week. Elections to the new authorities will be held in May 2027 followed by a shadow year; District Councillors' terms are extended to 2028; new authorities go live on 1 April 2028.
- The Vale's land charges system failed in June and took considerably longer to restore than it should have, affecting house sales; lessons learned (particularly for IT migration to the new authorities) will be pursued at scrutiny.

In response to a question, the District Councillor confirmed she did not yet know what mitigation would apply to West Berkshire's finances within the new unitary and would report back.

26/249 Chairman's Announcements

The Chair read a statement received from the Neighbourhood Policing Team following the incident in Shrivenham on 1 September 2026 which required a significant police response. The statement confirmed that officers patrolling the High Street engaged with a group of young people, arrests were made and officers were assaulted in the course of their duties; enquiries are ongoing and the incident is linked to a wider series of reported shoplifting offences involving young people. The Neighbourhood Team is progressing wider problem-solving work with partner agencies and the Parish Council and requested an update on the Council's consideration of the sheltered seating area discussed at the community meeting on 10 August.

Following discussion, it was **AGREED** that the police statement be published on the Parish Council Facebook page, with a request that residents do not comment further given the live investigation, and with comments turned off. Cllr Brown to check with the police whether the original statement could be published. **ACTION:** Cllr Brown.

26/250 Financial Matters

Financial Reports June & July: Cllr Pearson proposed, Cllr Ware seconded. **RESOLVED** that the financial reports for June & July be approved.

Financial Reports July & August: It was noted that Council had previously agreed (May/June) to transfer to a .gov.uk domain. The current provider, Systemagic, is not on the Government's list of approved .gov.uk registrars, hence the need for the transfer to be handled by an approved supplier. Cllr Sheldon proposed, Cllr Bartle seconded. **RESOLVED** that the payments for July & August be approved.

Unplanned / Unbudgeted Expenditure: A request had been received from the village litter-picking coordinator for the Council to purchase four litter-picker sticks, bin-bag holders and high visibility vests. The request had only been received the previous day and was not in the budget. Cllr Ware proposed and Cllr Jones seconded. **RESOLVED:** that the Council purchase the litter-picking equipment at a cost of £37.70 to support the village litter-pickers, and that thanks be recorded for the volunteers' work.

26/251 Parish Council website – consideration of quotes

Council considered two quotations, from Zonkey and Aubergine, for the design and hosting of a WCAG 2.2 AA compliant Parish Council website. Cllr Sheldon had reviewed both proposals in detail and was thanked. The two were similar in price but the Zonkey proposal was considered simpler, clearer, less exposed to add-on costs, already an approved .gov.uk supplier, and offered additional modules (potentially including paid local business advertising) which could be switched on in a second phase. Existing hosting via Systemagic could then be cancelled. Savings in staff time were anticipated.

Cllr Page asked that it be recorded that, at a previous meeting, it had been stated that the website he had built did not meet accessibility standards; the auditor's report subsequently obtained related to the current website, not the new one, which the auditor had not seen. Cllr Page further offered to donate the cost of the new website (or an equivalent sum to the Council) through his company, in fulfilment of his undertaking to the Council to deliver a live website. No agreement was reached.

Councillors expressed their thanks to Cllr Page for his work on the website and apologised for the position reached. Cllr Howell proposed and Cllr Brown seconded.

RESOLVED: that the quotation from Zonkey be accepted and the supplier engaged as soon as possible to deliver the new website; and that the Council formally record its thanks to Cllr Page for the work he created on the draft website.

26/252 Reports and minutes of committees and working groups

None noted.

26/253 Other Communication

(a) Deep clean. OCC has asked the Council to nominate roads for the autumn deep-clean programme. All approach roads into the village (Highworth Road, Station Road, Townsend Road, Faringdon Road, Longcot Road) are in need of cleaning. It was suggested priority be given to high-visibility areas including the village entrances and the Memorial Hall. **ACTION:** Clerk/Chair to respond to OCC with the Council's nominations.

(b) Tree planting. OCC proposes to plant approximately 30 trees in the parish. Nearby residents are to be informed by OCC and asked to help water trees for the first 3–5 years; residents can object to a tree outside their property. Council did not propose to object but wished residents to be made aware. Cllr Markham to seek further information from OCC.

26/254 Reports of councillors attending external meetings

Cllr Brown reported on the Neighbourhood Policing Team community meeting held at the Pavilion on 10 August 2026, attended by five police officers, five councillors, one member of staff and over 60 parishioners. The police stressed repeatedly the importance of reporting all incidents (preferably via the TVP website) so that a picture can be built and resources allocated; patrols in the area have been increased. Full written report circulated to councillors.

26/255 Planning

(a) Ratification of Planning Committee recommendations (27 August 2026). Cllr Howell reported:

- 4 Longcot Road – application withdrawn; no action.
- 29 Station Road – ground-floor side and rear extension and first floor above garage. Cllr Ware having declared an interest took no part. Committee recommended **OBJECTION** on grounds of overdevelopment; out of keeping with neighbouring properties; impact on the adjoining property with linked garage (no party wall reference); overbearing impact, loss of light and privacy to neighbouring Velux windows; drainage concerns.
- Broadleaze Farm, Longcot Road – rear extension in open countryside; no immediate neighbours. Committee recommended **NO OBJECTION**.

- 14 Faringdon Road (conservation area, internal alterations) – officers had already raised reservations; Committee decided not to comment as the application was likely to be withdrawn.

RESOLVED: that the recommendations of the Planning Committee be ratified, namely to **OBJECT** to the application at 29 Station Road for the reasons stated and to raise **NO OBJECTION** to the application at Broadleaze Farm.

(b) Gladman application, Land east of A420. No new information on the portal; the Council's previous objections stand and are strengthened by the Thames Water statement regarding sewage capacity. A decision is expected within 4–5 weeks.

(c) Golf course appeal – planning inquiry. The inquiry will sit at the Memorial Hall from 22 September 2026 for up to eight days. The planning consultant engaged by Council is drafting the Council's statement. Two documents were highlighted: (i) the delegated officer report, which is closely aligned with the Council's objections; and (ii) a Statement of Common Ground between Bloor Homes, the NHS Integrated Care Board and Elm Tree Surgery, published after the deadline for representations, under which the developer would transfer the land allocated for community use to the NHS for £1 for a new surgery. Council noted with concern that this had been negotiated privately over some six months, would remove all other community facilities from the site, and materially changes the highways case (the surgery location would generate very large volumes of car movements through an unsuitable T-junction). The planning consultant will oppose this in the strongest terms and the County Councillor was asked to pursue the highways implications. Council would expect significant s.106 contributions to replace lost community facilities. 275 interested parties have registered comments with the Inspectorate. The Vale's housing land supply is currently strong (nearly 200% of target). Cllr Howell will coordinate with Watchfield PC, the Golf Club, the MP and community groups on who speaks at the inquiry, and a communications plan will be issued.

An alternative community proposal on land adjacent to the Pavilion, to be developed jointly with the Homes Trust and the Viscountess Barrington Trust, will be brought to the next meeting.

Cllr Howell requested a budget for the planning consultant to represent the Council in person at the inquiry. Councillors agreed that professional representation was essential given the developer's legal team.

RESOLVED: that a budget of up to £2,000 be approved for the planning consultant to represent the Council and speak on its behalf at the planning inquiry, working jointly with Watchfield Parish Council where possible; and that the Council's thanks to Cllr Howell for his work be recorded.

26/256 Community transport

The West Vale Mobility vehicle continues to be well used. Volunteer drivers are always welcome.

26/257 Emergency planning

A film on the climate emergency, shown successfully elsewhere in the Vale in conjunction with local churches, was proposed for showing at St Andrew's Church, which has a suitable screen and sound system. Cllr. Ware offered to represent the Council in helping the church arrange the showing. **AGREED** that the Council support and publicise the event.

26/258 School Liaison

Cllr Jones explained the school is on summer holidays – nothing to report.

26/259 Community Speedwatch

Cllr Pearson reported that 13 sessions were held during the month at eight sites: 11 in 20 mph zones (maximum speed recorded 38 mph) and two in the 30 mph zone (maximum 48 mph). 276 vehicles were reported to Thames Valley Police. The 30 mph marking on Longcot Road contradicts the 20 mph limit and needs correcting. The team has 14 members of whom about seven are

active; one very active member is leaving after more than 400 sessions. New volunteers are urgently needed; ideas for recruitment, including via the website and social media, were discussed.

26/260 Allotments

Cllr Woodhouse had provided a written update. There are three people on the waiting list; one plot has become available and another may follow shortly. The next inspection is on 18 September 2026. Mr John Lloyd is obtaining quotations for replacement of the green fencing on Martens Road, for which funds are set aside, with work hoped for late September/October. Thanks were recorded to Mr Lloyd.

26/261 Environmental matters

(a) The Hub on the High Street. Cllr Jones reported another busy year with the opening of new premises at 58 High Street bringing together the most popular elements of The Refillery and community activities. The kids' room, craft room and refill services continue; a small charge has been introduced for blister packs owing to scheme costs. Footfall fluctuates seasonally and the impact of the new Prospect charity shop will be monitored. AGM 29 September 2026.

(b) Tuckmill Meadows. Since the Earth Trust was appointed as countryside managers 18 months ago, and with five years' work by Friends of Tuckmill, the SSSI's Natural England status has moved from 'unfavourable declining' to improving. Orchid counts have risen from c.60 (2021) to 320 (2025) and 520 (2026). Fencing has been renewed in two phases using metal posts. Three Dexter cattle now graze the site permanently using the 'Nofence' GPS collar system, avoiding electric fencing. The 30-year-old boardwalk and bridge have been closed and will be replaced in October. The site is a valuable buffer between Shrivenham and Watchfield; the impact of the proposed housing development next to it is unknown.

(c) Wilts & Berks Canal Trust. A report was read setting out the Trust's reasons for restoring the canal, including its value as a reliable water source and green corridor for wildlife in dry summers. Volunteers are sought.

26/262 Communications

Cllr Brown reported that social media activity had been dominated by the incident on the recreation ground, anti-social behaviour and the golf course application; Council posting had been lighter than usual owing to the Clerk's absence. Forthcoming posts will cover the police statement, the planning inquiry, Speedwatch recruitment and the climate film. Guidance on the rules for councillors posting on social media is being refreshed and will be circulated.

It was **AGREED** that, as a standing action, the agenda for each Council meeting be published on the Shrivenham Parish Council Facebook page when it is issued, and that councillors share the Council's post rather than posting via personal accounts; Facebook is not to be the only channel and the website, newsletter, Nextdoor, notice boards and other usual channels will continue to be used. A monthly round-up ahead of each meeting was suggested.

26/263 Agenda items for next meeting

Cllr Page requested public bins be put on the agenda for next meeting.

26/263 Date of next meeting

There being no further business, the Chair closed the meeting at 20:45. Date of next meeting Wednesday 7th October 2026.

Signed Chair Date