

Minutes of a Meeting of Shipton-under-Wychwood Parish Council
7.30pm on Tuesday 20 April 2010
at the New Beaconsfield Hall

Present: Cllr Alan Vickers (Chairman), Cllr Robin McConnachie (Vice Chairman), Cllr Malcolm Cochrane (Past Chairman), Cllr Jo Cook, Cllr Jill Mavin, Cllr Neil Jagger, Cllr Mike Watson, County Cllr Rodney Rose and District Cllr Hilary Hibbert-Biles

Parish Clerk: Angela Barnes

Members of the Public: Mr Brian Rigby

1. **Apologies for Absence:**

No apologies were received.

2. **Declarations of Interest:**

There were no declarations of interest.

3. **Minutes of the Meeting of 16 March 2010:**

The Minutes were agreed as a true record and duly signed, dated and filed.

4. **Outstanding Actions from the Minutes:**

Oxfordshire Highways:

Paul Wilson from OCC Highways contacted the Clerk to arrange a further walk through the Village. The Clerk was asked to carry this forward to the May meeting and discuss with the new council.

- ? Footpath on Leafield Road - SDR was implemented on Tuesday 26 January results awaited - DCllr Hilary Biles agreed to speak with WODC.
- ? Wrought Iron fence - Clerk was asked to chase the progress on this
- ? Potholes - CCllr Rose reported that these were in the list to be prioritised - Ongoing
- ? Speed sign on Swinbrook Road - CCllr Rodney Rose agreed to chase.
- ? Stop Sign on the New Road junction as it joins A361 - CCllr Rose agreed to deal with this
- ? Thames Water cover on A361 and surplus hydrant signs - Cllr Cochrane had spoken to a Thames Water engineer
- ? Re-building of the Wall on the A361: DCllr Biles reported that a quotation had been received for £12,000 plus VAT. She confirmed that WODC, OCC and Johnsons would contribute to this and asked if the Parish Council would consider a contribution of £2,400. This was proposed by Cllr Mike Watson and seconded by Cllr Jill Mavin.

5. Public Time:

Brian Rigby asked the meeting about the procedures for the election of the new council at the May meeting. The Clerk reported on the procedures set out by WODC and gave Mr Rigby his papers for completion.

6. Hedgecutting:

This item was discussed and it was confirmed that the hedge cutting on the recreation field has never been carried out during the nesting season. The Clerk was asked to carry this forward to the May meeting to discuss a possible interim cut on the highways side.

7. County Councillors Report:

CCllr Rodney Rose reported that there was going to be a new contract for highways works. The existing contract with Enterprise had been due to end at the end of June, but this had been brought forward and new tenders had been sought. Amey and two other contractors had placed a bid for a ten year contract commencing on 1 April 2010. The new contractor was confirmed to be Atkins and the contract would be for ten years with a possibility of being for twenty years. CCllr Rose reported that £1.2million had been injected into Highways to get potholes repaired and now that the new contractors were in place it was hoped that works would be carried out more efficiently over the summer months.

CCllr Rose reported that there was to be a wash-up meeting on 22 April to discuss the procedures that Highways would be following when there is heavy snowfall and adverse weather conditions. A leaflet would be distributed explaining to people what their County Council will and will not be doing in such conditions. There will also be an Area Stewardship whereby an Officer will be specifically designated to parish councils.

8. District Councillors Report:

DCllr Hilary Hibbert-Biles reported on a letter that had been received from the Thames Valley Primary Care Agency and the impact it would have on the local doctors surgery and the parishioners throughout the Wychwoods. This was discussed and Cllr Vickers agreed to draft a letter to the Appeals office in Harrogate on behalf of the Parish Council pointing out various significant inaccuracies in the Thames Valley Primary Care document. She reported on the new Chipping Norton Hospital, in particular the maternity section and confirmed that there will be two bedrooms plus two bedrooms with birthing pools as well as a multi-use room. Cllr Hibbert-Biles said that the bid for the Olympic Flame had been submitted and explained that if the bid were won this was for the Olympic Flame to be lit either in Burford or Blenheim. She finally reported on the new waste contract which would consist of weekly food waste, weekly recycling and fortnightly alternative collections for the residue.

9. **Play Equipment:**

Cllr Malcolm Cochrane reported that the main grant applied for from Oxfordshire County Council has been postponed and that funds raised to date amounted to £84,000.

10. **Meeting with Hedleys Solicitors LLP:**

Cllr McConnachie confirmed that he had written to Hedleys with regard to the Parish Council registering its legal ownership and agreed to chase this. The Clerk reported that an invoice had been received for the works done to date.

11. **Wild Garden:**

Cllr Mike Watson reported that the Wild Garden had been opened to the public over the Easter break and had proved very successful. A complete leaflet drop was carried out over the Wychwoods. He reported that there was £5k of outstanding pledges which would be pursued. The bank held a balance in excess of £35k and once this reaches £50k consideration will be given to entering in to contract negotiations. There were currently six applications for grants including one from the lottery fund. Cllr Watson reported that the next step would be for a management plan to be drawn up. This would provide a framework for works to be done.

12. **Burial Ground:**

Cllr Malcolm Cochrane reported that he was erecting the signs advising the public about the control of dogs.

13. **Allotments:**

Cllr Jill Mavin reported that the new road into the Allotments was now in progress and that new plots were still being taken up. She and Gwen McConnachie were going to plant a community orchard on the Allotments and tenants would be invited to sponsor a tree.

14. **Elections 2010:**

The Clerk gave a brief report on the procedures that would affect the Parish Council.

15. **Annual Parish Meeting:**

The final arrangements were discussed and it was agreed that the same layout would be used as last year and that Cllr Jill Mavin would organise the tea, coffee and biscuits. Cllr Vickers reported that the hall would be free from 6.50pm

16. **Planning:**

New

10/0496/P/FP Erection of single storey extension to replace conservatory, detached garage with storage above (Alterations to include pitched roofs to dormer windows and external render to dwelling at 53 Shipton Road, Ascott-under-Wychwood

10/0504/P/FP Removal of existing garage and single storey side extension. Erection of single and two storey extensions with new porch to front elevation and new detached double garage. Erection of new stone boundary wall and timber gate posts at Chestnut House, Station Road, Shipton-under-Wychwood

Granted

10/0259/P/FP Erection of cricket pavilion at the Cricket Club Burford Road Shipton-under-Wychwood

10/0258/P/FP Construction of balcony and alterations to the roof to allow for insertion of

french doors (retrospective) at Sheps Cottage, Fiddlers Hill, Shipton-under-Wychwood. 10/0248/P/FP Construction of swimming pool and erection of shed to be used as plant room at Hunters Lodge High Street Shipton-under-Wychwood.

17. **Financial Matters:**

Payments to be authorised:

£316.35	Clerks salary and expenses
£243.52	OALC Subscription
£54.45	WODC Invoice for RoSPA Inspection
£25.50	Thames Water
£587.50	Hedleys Solicitors LLP
£129.50	Elm Tree & Partners Ltd (repair of seat on the corner of Ascott Road)

Payments into current account:

£138.69	SEC Wayleave payment
£9875.00	WODC Precept

Cllr Mike Watson gave a financial report to the meeting and presented the annual accounts, which were subsequently agreed. The Insurance Renewal from AON was discussed and the Clerk was asked to seek an alternative quotation for the Parish Council Insurance. It was suggested that the NFU in Witney should be asked to quote, noting the new playground equipment (please refer to Correspondence.)

18. **Correspondence:**

AON Insurance renewal

Thames Valley Primary Care Agency application granted to MS Mann

WODC Meeting of the Standards Committee

Letter from parishioner Jennifer Charlwood re the decision on the TC Pavilion

Letter from Mrs M Taylor enclosing a picture of the proposed memorial seat at Swinbrook Road (the late Mrs Eileen Mary Osborne)

The Clerk was asked to contact NFU and request a quotation for the Insurance.

Cllr Vickers agreed to draft a letter to be sent to Thames Valley Primary Care Agency

The Clerk was asked to reply to Mrs Taylor accepting the proposed memorial seat and confirming that the PC were happy for her son to erect this.

Cllr Vickers reported that he had spoken personally to Jennifer Charlwood and had explained factors behind the Parish Council's decision.

19. **Other Matters for Discussion:**

? Cllr Cochrane reported that this would be his last meeting, but confirmed he would look at the road gulleys and report back. He reported that he was happy to continue with the works necessary for the Christmas Tree this year, but asked the Parish Council to note that the electricity box does need some maintenance attention. The keys to the box were kept in Cllr Cochrane's barn. Cllr Cochrane emphasised to the next Parish Council the importance of each councillor continuing to having individual areas of responsibility and the positive effect this had. Finally Cllr Cochrane wished to extend his thanks to Chairman Cllr Alan Vickers for his hard work, in particular the last year, which had proved to be one of the hardest.

- ? Cllr Vickers asked the Clerk to minute that this would be Cllr Cochrane's last meeting after some 31 years as a Parish Councillor. Cllr Vickers wished to extend thanks on behalf of the Parish to Cllr Malcolm Cochrane for his magnificent record of service on behalf of the Community.

- ? Cllr Vickers asked the Clerk to add the issue of sewage from Shipton Court being allowed to enter Trots Brook through a faulty connection of pipes to the next agenda.

There being no further business the Chairman closed the meeting at 10.10pm and confirmed the next meeting would be the Annual Parish Meeting to be held on Tuesday 27 April 2010.