

Minutes of the Meeting of the Shipton-under-Wychwood Parish Council
7.30pm on Tuesday 15th July 2008
at the New Beaconsfield Hall

Present: Cllr. Alan Vickers (Chairman), Cllr. Robin McConnachie, Cllr. Mike Watson, Cllr. Jo Cook

Parish Clerk: Angela Barnes

Members of the Public: Mr Brian Rigby and Mrs Anne Rigby.

1. **Apologies for Absence:** Cllr Cochrane, Cllr Jagger, Cllr Mavin, County Cllr. Rose and District Cllr. Hilary Biles.
2. **Declarations of Interest:** No declarations of interest.
3. **Minutes of the Meeting of 17th June:** The minutes were agreed as a true record and signed by the Chairman.
4. **Annual Audit:** The Clerk presented the Annual return for the year ended 31 March 2008 to the meeting, together with the audited accounts for the year ended 31 March 2008, prepared by Barry Way. Cllr Watson reported on the Statement of accounts and the Parish Council approved them. The Statement was then duly signed and dated by the Chairman Cllr Vickers and the Responsible Financial Officer Angela Barnes.

The Clerk read out Section 2 of the Annual governance statement to the meeting. This was approved by the council and duly signed and dated by the Chairman, Cllr Vickers and the Responsible Financial Officer Angela Barnes. The Clerk reported she would send the Annual return for the year ended 31 March 2008 to the External Auditor BDO Stoy Hayward LLP.

5. **Public Time:** Mr Rigby raised the following questions:

Q: Was there any development on the reinstatement of the wall from the bridge going in the direction of Chipping Norton?

A: The Clerk confirmed that this was being chased with Oxfordshire Highways.

Q: The wall on the other side, was also badly damaged. Could the Parish Council contact the owners to enquire when this would be reinstated?

A: Cllr Vickers advised Mr Rigby that the Parish Council had no powers to enforce parishioners to reinstate walls that had fallen down. Cllr Vickers said however that he would endeavour to contact the owner and find out whether a permitted walk might be agreed as this could open up possibilities of funding.

Q: Mr Rigby asked if there was any development on the Costcutter site?

A: Cllr Vickers advised that he had been informed that the original developer was still interested and that the site owners hoped to begin works on demolishing the building soon.

6. **Matters Arising from the Minutes:**

(a) Signs for Ballards Close and St Michael's Close; Cllr Vickers confirmed that he and Cllr Mavin had visited Ballards Close and St Michael's Close to look at the signs and how these could be changed to make the demarcation between the two roads clearer. He had taken some photographs and prepared a document showing how this could be done. These were circulated and it was agreed that the Clerk write to Oxfordshire Highways, enclosing both the plan and photographs and ask for their assistance.

(b) Oxfordshire Village of the Year; Cllr Vickers reported that both he and Cllr Mavin had attended this and although Shipton did not win, they will receive a £100 runners up prize. It was decided that once this had been received it would be made available to the Shipton Volunteers as the Judges had been impressed with the idea of the Volunteers.

(c) Boundary walls and the road surface on the double bend by the Lamb Public House, the Clerk reported that she had notified Oxfordshire Highways of this and had been given a reference number to quote. The Clerk will chase.

7. **County Councillors Report:** No Report

8. **District Councillors Report:** No Report

9. **Planning:**

(a) Application: Old Forge Cottage, High Street - Installation of replacement windows; **Refused**

(b) Application: Appletrees, Milton Road; Conversion of part of garage to living accommodation; **Ongoing**

(c) Application: 15 Courtlands Road - Remove existing garage and erection of two storey side extension; **Ongoing**

(d) Application: 8 Littlebrook Meadow - Erection of rear conservatory; **Ongoing**

(e) Application: The Hawthorns - Erection of single storey rear extension; **Ongoing**

(f) Application: 26A Courtlands - Erection of dwelling with attached garage and new access; **Granted**

10. **Flooding:**

(a) Flood Roadshow; the Clerk reported that the Flood Roadshow has now been rearranged for 9th September at the New Beaconsfield Hall from 2pm to 7pm.

(b) Flood Meeting with David Cameron Friday 25th July; Cllr Vickers reported that he had been asked by District Cllr Hilary Biles to ask the Council to submit key questions to be included on the Agenda. Cllr Watson, Cllr McConnachie and Cllr Cook thought the

main questions should be:

- ? A full assessment by Thames Water and other relevant agencies of the drainage needs of Shipton-under-Wychwood and to ensure the pumping station does not flood?
- ? How is the programme informing riparian landowners of their responsibilities progressing?
- ? What maintenance programme is in force for the essential works needed on the river bed of the Evenlode?

11. Financial Matters:

Payments to be authorised:

Thames Water £37.92

Cotswold Tree Surgery £850.00

Peter Hills £199.63 (repayment of petition application cost for faculty to scatter ashes)

Clerks Salary £271.89

WODC RoSPA Inspection £54.05

Foxbury Farm £120

Green Scythe grass cutting £1072.55

Cllr Jo Cook £13.71 (purchase of PlayBark for play area)

Payments In:

Oxfordshire County Council Grass £3,127.69

Shipton PCC burial fees £668.00

12. **Transport:** Cllr McConnachie reported that the official response to the survey has now been sent and he had been thanked for a constructive response. Cllr McConnachie reported on the Octabus dial-a-ride letter and confirmed that he would construct a reply.

13. **Allotments:** In Cllr Mavin's absence, the Clerk read her report; Cllr Mavin had not yet been able to contact Peter Benfield of Millfield who are supplying the rubble to improve the allotment road. With regards to the overhanging trees, good progress had been made, but not everybody had been spoken to as some were away on holiday. The issue of narrowing pathways on the Milton road was being resolved during the next weekend by the Volunteers.

14. **Boundary Walls:** Cllr Cook was going to inspect the dead tree by the tennis courts hedge, which had been pointed out by a parishioner as a possible hazard. Cllr Vickers confirmed that the hedge by the tennis courts is the responsibility of the Parish Council. A quotation had been received from Mr A Taylor of Cotswold Tree Surgery to cut the hedge back. Once the Electricity Board had been asked to clear their cable passing through the hedge and the top of the dead tree, the Clerk would write and confirm the quotation with Mr Taylor and instruct him to start works.

15. **RoSPA Report:** Cllr Cook reported that the report showed nothing of high risk. The recommendations were; the chain bridge, the distance between the chains had become slack with time and the bark on the equipment needed replenishing. Cllr Cook confirmed

that she had since replenished the bark.

16. **Correspondence:** A list of correspondence received had been circulated to Councillors to consider. Cllr Vickers took the letter and questionnaire from West Oxfordshire District Council regarding Planning for the Future, this being a summary of responses to consultation.

17. **Other Matters for Discussion:** Cllr Watson had noticed, with concern, lawn cuttings being dumped on the verges of the Swinbrook Road/Fiddlers Hill and asked that this should be monitored and if necessary brought to the attention of those responsible. Cllr Cook reported Ragwort on the Allotment field, she had already removed some of it. Ragwort had also been reported by the compost bins and Charles Keighley was dealing with the problem.

There being no further business, Cllr.Vickers declared the meeting closed at 9.20pm and confirmed the August meeting would be held on Tuesday 19th August.