

Minutes of the Shipton under Wychwood Parish Council held on Tuesday 12th April 2007 at 7.30 pm in The New Beaconsfield Hall.

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

1. **Apologies for Absence:** Cllr. Hilary Biles, Cllr. Neil Jagger, Cllr. Rodney Rose
2. **Declarations of Interest:** There were no declarations of interest.
3. **Confirmation of the Minutes of the Meeting held on 20th March 2007:**
The minutes were agreed as a true record and signed by the Chairman.
4. **Public Time:** No members of the public were present.
5. **Matters Arising from the Minutes:**
 - a) **Gully Map:** Mr. Whiffen from OCC had informed the Clerk that a map had been sent.
 - b) **Sewage Problems:** The sewage pipes in Courtlands Road had been Flushed through by Thames Water. There were still problems at the Old Prebendal House and the lower end of Church Street.
 - c) **Trees:** No date had been set for the visit from Nick Mottram to discuss the new trees for the Green. Mr. John Hartley had offered to remove the dying beech tree in the Churchyard.
 - d) **Accounts Software:** Cllr Watson had found two suitable packages. The Scribe 2000 package was a licensed package at £195.00 per year that would be annually updated. It was agreed that Cllr. Watson and the Clerk could proceed with the acquisition of the software.
 - e) **Grass Cutting:** The first cut had been done. Cllr. Cook suggested that the bank on Mutton Lane and other verges should be cut only 3 times in the season. Cllrs. Cochrane, Cook and McConnachie would prepare specific notes for the Clerk to forward to WODC.
 - f) **Football Club:** A representative of the National Playing Fields Association was prepared to examine the pitch and prepare recommendations on appropriate treatment. The cost would be in the region of £400.00. It was agreed that The Parish Council would meet this initial cost but would be asking to the Football Club for a significant contribution to any further costs of implementing a programme of repair and maintenance.
 - g) **OCC Waste Disposal Sites:** The Clerk had responded on behalf of the Parish Council suggesting that the site on Burford Hill owned by Hickman's was not suitable for consideration for building waste disposal.
6. **District Councillor's Report:** In the absence of Cllr. Biles there was no report.
7. **County Councillor's Report:** In the absence of Cllr. Rose there was no report.
8. **Planning Matters: a) Decisions:** Permission had been given for Construction of a bay window at The Coach House, Shipton Road; Erection of a dwelling at Staddlesstones, Milton Road; Erection of replacement garage (retrospective), 4 Leaffield Road; Replacement of a kitchen window Hunters Lodge, High Street; Erection of single and two storey extensions Barns Piece, Prebendal Drive; Erection of single storey

extension Flat 1a, Shipton Court; Alterations and erection of rear single storey extension and front porch 11 Meadow Lane.

b) Current Applications: **07/0385/P/FP** Erection of greenhouse at The Old stables, High Street – **No objections.** **07/0404/P/LB** Internal alterations at The Shaven Crown Hotel, High Street –**No objections.** Cllr. Cochrane declared an interest. **07/0532/P/FP** Erection of single storey side and two storey rear extensions at Yew Tree Cottage, Burford Road – **Objections:** Overdevelopment of site with an 85% increase in the size of the property; does not reflect the character of the surrounding properties; large development highly visible on rising ground; access to the A361 on a fast busy stretch is difficult and will increase the likelihood of accidents. **07/0559/P/FP** Alterations and extensions including new porch, dormer windows and veranda at Little Acorns, Station Road - **No objections.** **07/0622/P/FP** Erection of care home at Tall Trees, Burford Road. **No objections to the design and plan of the building.** The Clerk was asked to compose a response outlining the Council's concerns that the arrangements for community benefit i.e. allocation of beds for Wychwoods residents and use of the grass area for leisure/sporting activities, should be put in place before final consent was given. The general access part of the submission raised some concerns that 4 car parking spaces per bed would be provided – confirmation that the ratio would be one car parking space to four beds should be sought. Cllr. Watson expressed concern that enough car parking was provided to ensure that staff and services vehicles did not use Dog Kennel Lane as an overspill car park. The Clerk would circulate a response for approval.

9. **Financial Matters:** **a) Payments:** Payments were made to Thames Water Allotment Taps £17.21; Membership Subscription OALC £229.70; Allianz Cornhill Insurance £465.00.

It was agreed that, as part of the financial review, the insurance cover for the year 2008 to 2009 should be examined and put out to tender. Mr. Grant from OCC had informed the Parish Council that new arrangements were being put in place for the payment of the grass-cutting grant.

b) Timetable for Annual Audit: The audit date was set for August and therefore the Annual Accounts should be agreed at the July meeting.

10. **Grass Cutting:** The Clerk would be contacting WODC with finalised details of the regime for verges.
11. **Allotments:** Cllr. Mavin reported that Mr. Keighley had offered trees for planting in suitable locations on the allotment field. There was concern from Councillors that planting along the path would create problems. An alternative would be to plant alongside the Fiddlers Hill wall. Councillors wanted to consider this matter further.
12. **Transport:** Cllr. McConnachie reported that a feasibility study was to be undertaken by Network Rail into the possibility of part of the Cotswold Line being double tracked to help provide a more effective service. An approach had been made to him by parishioners at the Annual parish Meeting about the possibility of a bus service to Chipping Norton, and he would pursue the question through the transport representatives meeting.

13. **Matters Arising from the Annual Parish Meeting:** Cllr. Cook had been concerned about the remarks about litter on the play area. She would ensure that an extra check was made on holiday weekends. The question of dogs being allowed had also been raised. Councillors felt that dogs needed to be under control whilst on the play area and recreation field but they did not want to prevent people bringing dogs on to the site.
14. **Arrangements for the Parish Council Annual General Meeting:** The next meeting on 15th May would be the AGM. Cllr Cochrane reminded Councillors of his intention to step down as Chairman, and the need for candidates for office to put their names forward. The Clerk had received details of the action which needed to be taken to adopt the new Code of Conduct for Councils at the AGM.
15. **Correspondence:** A list of correspondence received was circulated to Councillors.
16. **Other Matters for Discussion:**
 - a) **Potholes:** Cllr. Cook asked that repairs be made to the potholes and missing setts in Ascott Road. The Clerk was also to ask OCC if the road markings were to be redone as promised.
 - b) **A361 Initiative:** The website was now up and running at www.A361.org.uk.
 - c) **Website:** Cllr. Vickers raised the matter of people wishing to place short term advertisements on the site. There was no provision for this activity at present. It was agreed that the ability to have a 'notice board' for information would enhance the site but that the complexity of charging for short term adverts was not advantageous. The ownership of the domain name needed to revert to the Parish Council and Cllr. Vickers was happy to pursue this.