

**Minutes of the Meeting of Shipton under Wychwood Parish Council held at  
7.30pm on Tuesday 20<sup>th</sup> February 2007 at the New Beaconsfield Hall.**

**Present:** Cllr. M. Cochrane (Chairman), Cllr. J. Cook, Cllr. J. Mavin, Cllr. N. Jagger.  
Cllr. R. McConnachie, Cllr. A. Vickers, Cllr. M. Watson.

**In attendance:** Cllr. H. Biles (District Councillor), Cllr. R. Rose (County Councillor),  
Mrs. L. Clarke-Watson, Mrs. A. Matthews.

- 1. Apologies for Absence:** There were no apologies
- 2. Declarations of Interest:** Cllr. Cook declared an interest in the planning application for The Coach House, Shipton Road; Cllr. McConnachie declared an interest in the planning application for Cliff Bungalow, Simons Lane. Both declarations were entered in the record book.
- 3. Confirmation of the Minutes of the Meeting held on 23<sup>rd</sup> January 2007:**  
The minutes were agreed as a true record and signed by the Chairman.
- 4. Public Time:** A report on the results of the traffic survey undertaken the A361 Initiative had been circulated to Councillors and Mrs. Clarke-Watson highlighted the next steps to be undertaken by the group. Those companies whose vehicles were perceived to be speeding would be contacted by letter and asked to draw the attention of their drivers to the importance of abiding by the 30mph limit for safety and environmental reasons. The group were adopting a realistic approach and were not looking for quick fixes. The long-term aim was to ameliorate the environmental impact of heavy traffic and to educate drivers about the problems associated with speeding. The group would like to contact other groups in other villages along the A361 who had similar objectives and asked the Parish Council for help with this. The Clerk would provide contacts where possible.  
Cllr. McConnachie raised the issue of satellite navigation systems directing vehicles on to unsuitable roads and how much impact this might have. Cllr Biles reported that the Leader of the County Council had contacted satellite navigation companies asking for accuracy. She further reported that re-routing signs would be going up on the A44, and there was the possibility of a weight limit being introduced in Chipping Norton.
- 5. Matters Arising from the Minutes:**
  - a) **Sewage in Courtlands Road:** Local residents had not been notified of any of the promised action by Thames Water to deal with this problem. The clerk was instructed to follow up the complaint.
  - b) **Best Kept Village:** The cheque for £250.00 from WODC had been received. Cllr. Vickers suggested that it might be used to provide flower troughs in public areas in the village. Councillors discussed this and a proposal to plant a tree or trees on the Green to mask the gardens at the rear of Evenlode Cottages. Councillors would look at the site and come back with suggestions.
  - c) **Highways:** Paul Watts from OCC Highways had looked at Chapel Lane and Upper End. He suggested that the potholes in Chapel Lane would be filled but that re-surfacing was not needed now; Upper End road surface was messy but was not dangerous and the Parish council should apply to Gordon Kelman to see whether both these roads could be included in the repairs for next year.

d) Neighbourhood Policing: Cllr. McConnachie reported on the meeting he attended about PCSOs in Thames Valley. There was some confusion about when the PCSO for the Wychwood area would take up her duties and Cllr. Biles would seek to clarify the situation.

**6. County Councillor's Report**: Cllr. Rose apologised for non-attendance at previous meetings due to ill health. The County Council had not supported the bid for unitary status by Oxford City because they felt that it would not improve services and would cost more. The County Council had also agreed a 4% increase in Council Tax, thus keeping their 2005 promise to achieve this level of increase by 2009.

**7. District Councillor's Report**: a) Council Tax: WODC would discuss this on 21<sup>st</sup> February and it was expected that this would be an increase of 4.9%, the second lowest in the country.

b) Planning: Officers no longer had to bring applications to Planning Committee if the Parish Council objected. The District Councillor should be copied on any objections. There were difficulties because of low numbers in the Planning Department, particularly enforcement. Cllr. Vickers raised the question of enforcement at the Old Till Yard site in Ascott Road. This was a County Council matter and the Clerk would forward details to Cllr. Rose so that he could follow up the queries.

c) Chipping Norton Hospital: David Cameron had chaired a meeting of all parties. The VAT issue had been sorted out. Staff can be seconded to Order of St. John and a service level agreement was to be put in place to establish care levels would be equivalent to hospital. The rest of the day hospital would go ahead as part of the NHS, including the maternity unit. The peripheral clinics still had to be fought for. The old hospital would stay open to 2009 until the new hospital is ready. The land occupied by the old hospital would be freed up for housing. The Strategic Health Authority had sorted out the impairment costs of £2.5 million.

d) Unitary Authority: WODC support the County Council in opposing the bid and would prefer to continue in an enhanced 2 tier working system. No figures had been requested or supplied to Oxford City from WODC to be included in the bid. There was a March deadline for consideration of Oxford as a Unitary Council.

**8. Planning Matters: a) Decisions**: Erection of garage at Home Farm, Plum Lane – granted; Erection of 2 storey and single storey extension at 1 Falklands, Station Road – granted; Erection of 4 dwellings on Costcutter site, High Street application from Mr. Carpenter – refused.

**b) Applications**: 07/0182/P/FP Erection of replacement garage (Retrospective) at 4 Leafield Road – Objections – The new structure should not be larger than the previous shed/garage; the current appearance is not harmonious with the area and more screening should be put in place.

07/0201/P/LB replacement of kitchen window at Hunters Lodge, High Street – No objections

07/0234/P/FP Erection of single storey extension at Flat 1a Shipton Court – The removal of the mature tree should be considered as a separate issue and be subject to assessment by WODC Trees Officer; the new window in the east elevation should match existing windows; There are concerns that the heightening of the wall will affect the existing finely proportioned window;

the idea behind using this space is understandable but the design proposed is too intrusive in relation to the existing building.

07/0250/P/FP Erection of single and two storey extensions at Barns Piece, Prebendal Drive – No objections.

070251/P/FP Alterations and erection of rear single storey extension and front porch at 11 Meadow Lane – No objections.

07/0260/P/FP Construction of bay window at The Coach House, Shipton Road, Ascott under Wychwood – No objections.

**c) Meeting on Tall Trees site:** Mr. Banks, the architect acting for clients proposing to develop the Tall Trees site, had requested a meeting with Parish Councillors to outline their proposals. The Clerk would check with Keith Butler at WODC to establish whether this would be allowed. If permitted the meeting would take place at the New Beaconsfield Hall at 7.00pm on Monday 5<sup>th</sup> March. Councillors would meet at the Tall Trees site at 6.00pm.

## **9. Financial Matters:**

- a) **Proposals for Improvements in Financial Management:** Cllr. Watson suggested that his paper be considered at the March Meeting. This was agreed.
- b) **Payments Due:** Southern Electric Contracting £9.11 being the VAT balance from a previous bill.
- c) **Sale of Tractor:** The Clerk was asked to contact Mr. Barrett of the Cricket Club and ask whether they could meet the offer of £1600.00. If no reply was received within 14 days then the tractor would be sold.
- d) **Grass Cutting:** WODC Amenities Section had asked for details of this year's grass cutting. Councillors decided that the pattern should be:  
The Old Churchyard: 7 cuts and the exact areas to be defined with the Living Churchyard Project.  
Burial Ground; 7 cuts.  
The Green & Recreation Field: A maximum of 10 cuts: April (possibly 2 cuts depending on growth), May 1 cut, June 1 cut, July 1 cut, August possibly 2 cuts for Recreation Field to accommodate the Fete, September 1 cut, October 2 cuts. The length of the grass when cut should be one and a half inches.  
Verges: A sub committee of Cllrs. Cook, Cochrane and McConnachie plus the Clerk would decide the detail of cuts for verges, taking into account the duty of the Council to protect the bio-diversity of the parish and also the protection of areas sown with wild flowers.  
The Clerk was asked to investigate the ownership of the verges at the junction of New Road and the A361. Cars were parking there and adversely affecting the grass and rubbish was beginning to accumulate. The Clerk would remind the car owners of the need to preserve the verges.

**10. Allotments:** Cllr. Mavin spoke to the proposed amended rules and regulations previously circulated. Cllrs. discussed in detail the subject of sheds and greenhouses. It was agreed that walk in poly tunnels would not be allowed. It was also agreed by a majority of Councillors, that sheds or a combination of shed and greenhouse should not occupy a space of more than 6 feet by 8 feet. The rules should not be too prescriptive but should encourage allotment holders to be responsible for the appearance and development of the site.

The clerk would circulate a letter to allotment tenants and neighbours of the allotment field outlining the proposals for a height restricting barrier. WODC planning would also be contacted to ensure that permission was not required to install the barrier.

Cllr. Mavin was hopeful that more allotment holders would come forward to join the proposed committee to deal with the day to day running of the site.

**11. Transport:** Cllr. McConnachie had investigated the problem of the Railbus starting at Ascott to link up with the 9.20m service to Oxford. This change had been made by OCC because they felt there was not enough time for the bus to get to Shipton and return. There were on-going problems with First Great Western and a powerful lobby was putting on pressure for a review of the service they were providing.

**12. Correspondence:** A list of correspondence received had been circulated to Councillors. Three further items had been received: An invitation to attend the presentation of a Baden-Powell medal to Harriet Allcock at the meeting of the Wychwood Guides on Wednesday 28<sup>th</sup> March; Copy of the case against the granting of unitary status to Oxford City from OCC; adoption of Statement of Community Involvement from WODC Planning Department.

**13. Other Matters for Discussion:**

a) Wychwood Extra Care Housing: Cllr. Biles reported that WODC were looking for a site within the Wychwoods for extra care housing. The site at Greenlands was too small to be viable. Any suggestions of suitable land would be welcome.

b) Verges: Mrs. Fenton had written protesting about the close cutting of verges.

c) Court Close: Mrs. Nielsen had written to thank the Chairman for visiting the road during the flooding.

There being no other business the meeting closed at 22.30.