

**Minutes of the Meeting of the Shipton under Wychwood Parish Council held at 7.30pm on Tuesday 23<sup>rd</sup> January 2007 at the New Beaconsfield Hall.**

**Present:** Cllr. Malcolm Cochrane (Chairman), Cllr. Joanna Cook, Cllr. Robin McConnachie, Cllr. Neil Jagger, Cllr. Alan Vickers.

**In attendance:** Mr. Jeremy Huntingford

1. **Apologies for Absence:** Cllr. Jill Mavin, Cllr. Mike Watson, Cllr. Hilary Biles.
2. **Declarations of Interest:** No declarations of interest were made.
3. **Confirmation of the Minutes of the Meeting of 14<sup>th</sup> November 2006:**  
The minutes were agreed as a true record and signed by the Chairman.
4. **Public Time:** Mr. Huntingford circulated a drawing of the proposed security for the allotment field to be considered by Councillors. A gate would be set back 24 feet from the present entrance, and the sides of the track would be fenced. A height barrier would be installed that could be swung back to admit high vehicles such as tractors. The barrier would be set at 2 metres height. The cost would be in the region of £600.00. The proposal was agreed in principle, though Councillors wanted time to inform allotment holders and local residents of the plan. Cllr. Cochrane thanked Mr. Huntingford for his work putting the plan together.
5. **Matters Arising from the Minutes:**
  - a) **Carols Round the Tree:** The collection had raised £511.00 for the Lady Reade Foundation. Cllr. Cochrane thanked all those who had helped; Reverend Hartley, Gordon Halliday, Mike Nicol and the Parish Councillors and residents.
  - b) **Charity Donations:** The charitable donations agreed at the November meeting had been forwarded to the recipients.
  - c) **Transport Survey:** Mrs. Walmsley had asked to make her report to the February Meeting.
  - d) **Tree Preservation Orders:** Cllrs. Cook and McConnachie had not been able to make their survey due to bad weather and illness, but would begin work in late January.
  - e) **Sewage:** Cllr. Cochrane had witnessed at first hand the problems in Courtlands Road with sewage flooding back during high rainfall. The clerk was asked to check whether Thames Water had responded to Mrs. Thacker. If no reply had been received the Clerk was to write and highlight this matter on behalf of the Parish Council. Cllr. Jagger expressed fears that all the manhole covers along the High Street were under severe pressure during rainy weather.
  - f) **Best Kept Village:** The cheque was being forwarded as it had been sent to the wrong address.
6. **County Councillor's Report:** In the absence of Cllr. Rose no report was available.
7. **District Councillor's Report:** In the absence of Cllr. Biles no report was available.
8. **Planning Matters:**
  - a) **Decisions:** i) St. Michael's Stores, Milton Road – Erection of new shop front, sun awning and security bollards (Retrospective) -Granted with conditions: ii) Robin's Acre, Swinbrook Road – Erection of detached garage with integral storage – Granted with conditions: iii)

Lane House Farm, Milton Road – Planting of beech hedge and non compliance with Condition 2 of planning permission to allow ancillary cottage to be used as a holiday let – Granted with conditions – hedge to be planted within 6 months; north facing window serving Lane House Farm kitchen shall be fitted with obscure glazing and the window to be retained in this finish; the occupation of the accommodation shall be limited to holiday tenancies not to exceed 8 weeks in any 12 month period: iv) Four Furlongs, Leaffield Road- Erection of one dwelling, garage and construction of access – Refused: v) Wychwood Cricket Club, High Street – Erection of sign on wall (Retrospective) – refused but amended sign permitted.

- b) **Applications:** i) **06/2028/P/FP Staddlestones, Milton Road** – Erection of dwelling: Objection to line of roof blocking window recently permitted at Lane House Farm, and over development of this site: ii) **06/2111/P/OP & 06/2112/P/DCA Costcutters Shop site, High Street** – Demolition of existing shop and flats and erection of 4 linked dwellings, 8 parking spaces and revised access – Three houses should be the maximum on this site; better proposal than previous one; neighbours in Evenlode Cottages have concerns about access iii) **06/2204/P/FP Land in Station Road** – Temporary change of use of land as contractors compound for period of six months for Thames Water – No objections: iv) **06/2205/P/FP 1 Falklands, Station Road** –Erection of 2 storey and single storey extension; erection of conservatory to rear extension – No objections: v) **Land Adjacent to 20 and 21 Meadow Lane** – Change of use of verge to residential garden and erection of fencing (Retrospective) – No objections: vi) **06/2257/P/FP Four Winds Farm, Burford Road** – Erection of general purpose agricultural building – Councillors critical of vagueness and lack of detail in plans submitted; objected to size of building; consider this a new application as cattle sheds and free range housing are not the same thing; not convinced that some screening is impossible; vii) **07/0035/P/FP, 07/0036/P/LB & 07/0091/P/LB Hunters Lodge, High Street** – Erection of electrically operated gates and internal alterations to include removal of fire place –No objections.

9. **Financial Matters:** a) **Payments to be agreed:** Lady Reade Educational Foundation Carols Collection £511.00; Thames Water Allotment taps £14.87; WODC Grass Cutting £1505.79; WODC Playground Inspection £50.82; NHT Hire Speakers for Carols ££60.00; SEC Tree Lighting £68.50.

b) **Sale of Tractor & Gang Mower:** An offer of £1600.00 had been made for the equipment. The Clerk was asked to contact the Charlie Barrett and ask whether the Cricket Club would be able to match this figure. Cllr. Jagger would establish what activities the use of the tractor would enhance at Burford School.

c) **Grass Cutting Tender:** Invitations to tender for grass cutting should be made at the end of February. The lessons learned from this year should be put into the framework of the arrangements and proper regard paid to the duty of the Council to protect and promote bio-diversity. There were four different areas to be dealt with; The Churchyards – The Cemetery needed to be neat so that people could visit graves but the Old Churchyard

had established areas which were not mowed as part of the Living Churchyard project; Metalled Roads and footpath verges in the centre of the village needed regular closer mowing; Looser verges on the edges of the village should be mown less frequently and left longer; Recreation Field and Village Green needed frequent cutting but a flexible approach. The verges, which needed specific patterns of mowing, should be clearly identified before the tender process commenced. The Clerk would draw up a table of frequency and cost for 2006 for the next meeting.

10. **Highways:** Cllrs. Cochrane and Mavin had met Mr. Ralph Grant, Northern Area Engineer for OCC in December. They had looked at all the areas of roads that needed attention and Cllr. Cochrane had produced a report for Councillors. Action had already been taken to alleviate flooding in Chapel Lane. However the increased flow of water was carrying a lot of debris and Cllr. Cook suggested a grid should be provided in Chapel Lane to stop blockages further along where the stream was underground. The Clerk would write to Mr. Grant on this matter. Mr. Grant had also agreed that Meadow Lane should be re-surfaced and that the road markings at the junction of Ascott Road and the High Street should be re-painted to be more obvious and give drivers a slightly better sight-line. Action had been promised in Mawles Lane and the Clerk had received copies of correspondence between Mr. Jonathan Willson and OCC on the flooding problem there.  
Cllr. Cook pointed out that there were problems with flooding and eroding gullies in Ascott Road and Cllr. Jagger had become aware that a house in Littlebrook Meadow had flooded and would like to establish what the policy was at Thames Water in terms of controlling water flow in the nearby brook at the sewage farm.
11. **Allotments:** Councillors agreed that as a matter of policy allotment plots could only be held by tenants who lived in the vicinity of the parish. The Clerk was instructed to return the rental cheque to the tenant who had left the village. He was to be allowed to remove any plants he wanted at his convenience and the plot would not be let again immediately.
12. **Transport:** Cllr. McConnachie reported that the Taxibus timetable had been changed without prior agreement. While some adjustments were necessary to correspond with the new timetable the bus taking passengers to catch the 9.30 train now started from Ascott. Cllr. McConnachie had written to the operators but had not yet had a reply. First Great Western had been asked to attend a meeting convened by Rt. Hon. David Cameron MP and Lord Faulkner about the revised decisions on Oxford and Cotswold Line trains. The service was now so bad that demands were being made for a review of performance under the terms of the franchise.
13. **Correspondence:** Cllr. McConnachie agreed to attend the Thames Valley Police Briefing on Neighbourhood Policing on 24<sup>th</sup> January; Cllr. Cochrane agreed to attend the Reception at County Hall on Tuesday 27<sup>th</sup> February.
14. **Other Matters for Discussion:**
  - a) Website: Cllr. Vickers proposed that the Business Directory be scrapped in its present format. Wychwood Businesses should have free

entries and links and a small charge should be made for businesses based outside the Wychwood area. This proposal was agreed.

- b) Car Parking: Cllrs. McConnachie and Vickers had prepared a note to be put under windscreen wipers of offending cars, asking drivers not to park on verges or obstruct pavements. The wording needs to be amended slightly but Councillors agreed that this proposal should be put into action as soon as possible.
- c) Parking on Allotment Field: Mr. and Mrs. Taylor had requested that they be allowed to use part of the allotment field for parking for their daughter's wedding. This was agreed and Cllr. Mavin would liaise with them. Cllr. Cochrane declared an interest and took no part in the discussion.
- d) Christmas Tree Lights: Cllr. Cochrane proposed to demolish the wooden box housing the trip switch and electric supply on The Green, and replace it with a more secure stone box. This was agreed.
- e) Trees in Closed Churchyard: Horst Mix had kindly cut up and removed the cedar bough that had fallen. The Clerk was to write and thank him. Martin Hampshire wanted to plant a whitebeam, selected by Charles Keighley, in the Churchyard in memory of his marriage at the Church because he and his wife were emigrating to Australia. Parish Councillors had no objections and the Parochial Church Council would discuss the matter when they met on 2<sup>nd</sup> February.