

**Minutes of the Meeting of the Shipton under Wychwood Parish Council held at
7.30 pm on Tuesday 17th July 2007 at the New Beaconsfield Hall**

Present: Cllr. Alan Vickers (Chairman), Cllr. Jo Cook, Cllr. Jill Mavin, Cllr. Robin McConnachie, Cllr. Hilary Biles (District Councillor), Cllr. Rodney Rose (County Councillor).

- 1.** **Apologies for Absence:** Cllr. Malcolm Cochrane (holiday), Cllr. Neil Jagger (Duke of Edinburgh Award Course), Cllr. Mike Watson (travelling on business).
- 2.** **Declarations of Interest:** There were no declarations of interest.
- 3.** **Confirmation of the Minutes of the Meeting of 19th June 2007:** An addition was made to the final item referring to the discussion of a revised contract for the Clerk. 'This was discussed and agreed unanimously.' 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:**
 - a)** **Grass Cutting:** Cllr. McConnachie had talked to a councillor at Ascot about their grass cutting contract. Mr. Barnes was responsible and the Clerk was asked to meet him to discuss the possibility of undertaking some of the grass cutting in the parish.
 - b)** **Hedges:** Cllr. Cook asked that a letter be written to Mr. Taylor thanking him for the excellent job he had done on the hedge at the Recreation Field.
 - c)** **Changes in Flight Path Correspondence:** The Clerk had written to NATS to ask about the impact of proposed changes in terms of increased noise, visual impact and increased pollution levels.
 - d)** **Recreation Field:** Holiday absences had made it impossible to arrange a meeting. The clerk would continue to try and get people together.
 - e)** **Shipton Volunteers:** Paul Chantry had begun to recruit people and an editorial on the concept would appear in the next edition of the Wychwood Magazine. Paul would be present on the Parish Council stall at the Fete. Unfortunately Cllrs. Watson and McConnachie were not able to attend. Cllr. Cook would help after her official duties were over and Cllr. Mavin would be available at the bookstall to answer any questions relating to the allotments.
 - f)** **Highways:** Despite Paul Wilson's response the Council still felt that road markings at the Ascott Road / Church Street junction with the A361 could be improved. Cllr. Vickers would produce photographs and forward them to Cllr. Rose.
 - g)** **Cospatrick Memorial:** James Janssen had kindly offered free help to get the fountain in working order. Thames Water had contacted the Clerk indicating they had no knowledge of or interest in the water supply.
 - h)** **Water Quality:** The stream running down from Shipton Court through Court Farm and behind Church Street was causing concern as material indicating there may be a sewage disposal into the brook had been observed. The clerk was to contact the Environmental Agency requesting that they investigate a possibly contaminated water course.
 - i)** **Website:** Cllr. Rose asked if the number of hits on the site was known. Unfortunately this data is still with the original designer of the

site but when the move to a new server is completed such statistics will be available. Complete copies of our website files had been given to Milton to help with setting up their website.

- 6. County Councillor's Report:** Cllr. Rose reported that his committee had held a select committee hearing into the status of the Neighbourhood Action Groups set up by Thames Valley Police. There were concerns about the governance and effectiveness of such groups, and over plans for continuing funding once dedicated funds were withdrawn. Cllr. Rose also commented about the spraying of pathways to control weeds. This cost had not been included in the budget but the level of complaints about the withdrawal of the service had been high and the decision was in the process of being amended.
- 7. District Councillor's Report:** Cllr. Biles reported that her portfolio of responsibilities had changed to include Supporting People, Elderly People, Health, Leisure and Tourism (particularly the regional sport programme), and Children's Champion. There were grants from the County Council available to improve local amenities such as replacing gates on footpaths etc. The projects funded needed to have maximum costs of between £5,000 and £10,000. There were also grants available from WODC for improving sports amenities and it would be best to make any applications this year as grant awards were always under pressure in budgeting. Bob Lightfoot had visited the Parish and had walked round with Cllr. Biles. They had discussed the grass cutting regime and Cllr. Biles understood a further meeting had been held with WODC. Cllr. McConnachie indicated that the verge site in Fiddlers Hill and 3 other sites identified by the County Ecologist and the Wychwood Project would be established next year as part of the monitoring process to work out whether a different mowing regime would encourage bio-diversity. Cllr. Biles requested that a letter be sent to the Enforcement Officer about the concrete road laid down at the Old Till Yard site in Ascott Road.
- 8. Sub Committees: To authorise the establishment of an Allotments Sub-Committee and a Volunteers Sub –Committee:** The Parish Council proposes that two Sub Committees are created . An Allotments sub-committee to plan developments at the allotment field and a volunteers sub -committee to help with projects to improve facilities in the village. The Parish Council would be represented by Cllr. Mavin on the Allotments Committee and Cllr. Cook on the Volunteers Committee. The proposal was made by Cllr. Cook and seconded by Cllr. McConnachie and agreed unanimously. The Clerk was asked to check the public liability insurance levels and to extend cover to the two new sub-committees.
- 9. Planning Matters: a) Decisions on Applications:** Erection of new dwelling on land at Prebendal Lodge – Granted.
Erection of double garage at Maitland, Swinbrook Road – Refused
2 storey extension at Fiddlers Hill Cottage, Fiddlers Hill – Granted
Alterations and erection of replacement garage at Rushbrooke, Leafield Road – Granted
Alterations and erection of 2 and 3 storey extensions at FWP Matthews, Station Road – Granted
Appeal Decision: Wychwood Cricket Club Appeal against the removal of advertising sign – Appeal Dismissed.

b) Recent Planning Applications: 10 High Street, Erection of infill extension – No objections

26 Courtlands – Amended application erection of dwelling and creation of access – no objections

Woodchat Cottage, Fiddlers Hill – raise pitch of roof, convert loft, insert 2 dormer windows. In principle no objections but concerns that the raising of the roofline will be out of proportion with surrounding cottages.

10. Financial Matters: a) Authorisation of payments: Payments were agreed and cheques signed for Mr. A. Taylor £850.00 hedge cutting; Thames Water Allotment Taps £56.57; WODC ROSPA Inspection and Grass Cutting £1150.00.

11. Allotments: Cllr. Mavin reported on the first meeting of the Allotments Sub-Committee. Attention needed to be paid to the need to repair and level the road and allow a mowed section on one side. The Committee were not convinced of the suitability of the area by the gate for parking because of the different levels.

Millards had submitted a quote to install 2 new troughs at a cost of £600.00 plus VAT. Acceptance of the quote was proposed by Cllr. Mavin and seconded by Cllr. McConnachie and agreed unanimously. The Clerk was instructed to write to Mr. Millard accepting the quote and asking that some additional work be included to move the central trough off the roadway.

Cllr. Cook reported that she had found ragwort on the allotments and would begin an eradication programme. The Wychwood Project and allotment holders were to be notified and asked to remove plants before seeding began.

The Clerk was asked to look into supplies and costs of new dog fouling signs. Councillors would arrange a date in the autumn to inspect the allotments.

The Allotments Committee were not in favour of community compost bins being established on the field. The Clerk would supply CAG details to Cllr. Mavin for further information. They had also decided not to share a stall at the Fete but Cllr. Mavin would ensure that a basket of produce was available as a raffle prize.

12. Correspondence: A list of correspondence received had been circulated by the Clerk. The letter from WODC dealing with potential sites for housing development in the Parish was discussed, and Councillors wanted to have a longer discussion at the next meeting incorporating long term aims for the Parish.

The questionnaire from all District Councils in Oxfordshire about the siting of Gypsy Sites was circulated to members and responses were to be made to the Clerk by 5th August for collation and return.

13. Other Matters for Discussion:

a) **Transport:** Cllr. McConnachie informed members that there could be an additional train stop at Shipton Station in the new timetable, at 6.30pm into Oxford, including Saturdays.

b) **Station:** FWP Matthews had begun work on brightening up the station.

There being no other business the meeting closed at 9.30pm.