

Minutes of the Meeting of the Shipton-under-Wychwood Parish Council
7.30pm on Tuesday 17th June 2008
at the New Beaconsfield Hall

Present: Cllr. Alan Vickers (Chairman), Cllr. Jill Mavin, Cllr. Malcolm Cochrane, Cllr. Neil Jagger, Cllr. Robin McConnachie, Cllr. Mike Watson Cllr. Rodney Rose (County Councillor), Cllr Hilary Hibbert-Biles (District Councillor)

Parish Clerk: Alice Burns and Incoming Clerk Angela Barnes

1. **Apologies for Absence:** Cllr Cook
2. **Declarations of Interest:** Cllr. Mavin declared an interest in Agenda Item 9 Planning Application "Appletrees" Milton Road; Cllr Jagger declared an interest in Planning Application 8 Littlebrook Meadow; Cllr Vickers declared an interest in an ongoing Planning Application Courtlands Road.
3. **Minutes of the Meeting of 13th May:** The minutes were agreed as a true record and signed by the Chairman.
4. **Appointment of New Clerk to the Parish Council:** Cllr.Vickers welcomed and introduced the new incoming Clerk, Angela Barnes. Gratitude and thanks were extended to the leaving Clerk Alice Burns and for the hard work and dedication she had given to the Parish.
5. **Public Time:** There were no members of the public present.
6. **Matters Arising from the Minutes:**
 - (a) Street Sign: Ballards Close, Cllr. Mavin and Cllr. Vickers to prepare site map for WODC.
 - (b) St Michael's Close / Milton Road; The Clerk reported that she was waiting to hear about a new sign.
 - (c) Oxfordshire Village of the Year; The Clerk reported that the application had been sent and an invitation received for three delegates to represent Shipton-under-Wychwood on 28th June at Yarnton Village Hall. The Chairman reported he was happy to attend, along with Cllr. Mavin and possibly one other.
 - (d) Clerk reported and read out a letter received from John Parry of Oxfordshire County Council's Oxfordshire Fire & Rescue re. Burford Fire Station. A Fire Service representative offered to attend a Parish Council meeting, but it was decided this was not necessary at this stage.
 - (e) Burford School; Clerk reported that 56 pupils currently use the Bus.

(f) Surgery Meeting; it was reported that the meeting had a good turn out with in excess of 120 attendees. The Partners gave a thorough presentation. They reported that there were two threats, SuperClinics and Dispensing services, albeit the main one to consider at this time was the dispensing. The removal of dispensing would be bad for patients and severely damaging for surgeries.

7. **County Councillors Report:** Cllr. Rose reported that he had been to a full council meeting earlier in the day. The lowering of the speed limit to 20 MPH in Oxford and rural areas was discussed. It was reported that full council had passed a motion with regards to pharmacy dispensing and that the white paper was to be sent to the Health and Scrutiny committee. Cllr. Rose reported on the Bus Service and its routes and that statistics on the use of the taxi bus were available.

8. **District Councillors Report:** Cllr. Hibbert-Biles reported that on 18th June she would be taking part in lobbying MPs on dispensing in doctors surgeries. She also reported that agencies would be attending the WODC Flood Fair, but that this was different to the scheduled meeting with David Cameron on 25th July, which she was organising. Cllr. Hibbert-Biles reported that Jim Sokal from the environment Agency (EA) had confirmed that a survey had been done on trees to be removed. Cllr. Vickers mentioned the gap on Meadow Lane Bridge over Littlestock Brook and the danger to young people. Cllr. Hibbert-Biles agreed to speak with OCC and EA to find out whose responsibility this is and to have it made secure. The Clerk reported that the Parish Council has also written to Ralph Grant at OCC Highways about this.

9. **Planning:**

(a) Application: Old Forge Cottage - Installation of ground source heat pump to garden adjacent to boiler room - No Objections

(b) Application: Appletrees, Milton Road; Conversion of part of garage to living accommodation - No Objections

(c) Application: 15 Courtlands Road - Remove existing garage and erection of two storey side extension - No Objections

(d) Application: 8 Littlebrook Meadow - Erection of rear conservatory - No Objections

(e) Application: The Hawthorns - Erection of single storey rear extension - No Objections.

(f) Application: Land at Milton - Erection of dwelling with attached garage and new access; objections as follows:

- ? Erosion of the boundaries between Shipton-under-Wychwood and Milton-under-Wychwood
- ? Over development of the area and the potential for further housing development in a predominately agricultural part of the village
- ? Impact on drainage in an area already liable to flooding

10. **Flooding:** The WODC Report was circulated and Cllr. Vickers reported that this was a fairly accurate statement of the events and subsequent damage. There was a summary of potential recommended actions and some responsibility had been passed to the PC mainly in the area of encouraging private householders to protect their properties. Cllr. Watson reported on the frequency of manholes bursting and asked the question "have these been scoured in the last 10 years". Cllr. Hibbert-Biles recommended that once the PC had read the Report, any issues should be brought up at the meeting with David Cameron. She also asked the PC if there were any priorities. Cllr. Vickers reported the gully at the bottom of Church Street as a priority. The Clerk was asked to contact OCC and enquire what work was being done to re-instate the walls adjacent to the A361 road bridge.

11. **Financial Matters:**

(a) **Payments to be authorised;**

Green Scythe grass cutting £1048.28, Barry Way Internal Audit £202.62, Clerks Salary £862.33 and Cllr. Vickers Website expenses £10.56

(b) **Annual Audit;** Mr Barry Way had returned the books for the internal audit today ready for the preparation of the documentation for the external audit.

(c) **HSBC Bank:** Outgoing Clerk asked for a proposal to be minuted that the HSBC Bank be advised of change of address and given authorisation to send all correspondence to the incoming Clerk. This was proposed by Cllr. Vickers and seconded by Cllr. Watson.

12. **Transport:**

(a) **Bus Service;** Cllr. McConnachie reported on the bus services review in the Wychwood area and that he had received an Analysis of the Survey which had been prepared by ORCC. He reported he would draft a response to the Consultation and circulate. Responses needed to be sent by 4th July. John Gittings had attended a meeting and it was apparent that the Charlbury bus was not used enough. The 233 bus service was not subject to review.

(b) **Rail;** Cllr. McConnachie reported that the proposal to double part of the line had now been approved and work could start quite quickly and be finished by 2010.

13. **Allotments:** Cllr. Mavin reported that she had received a reply from WODC confirming that planning permission is not needed to improve the road through the Allotments. Work would now go ahead. The Clerk asked Cllr. Mavin for a copy of the letter from WODC for the file. Cllr Mavin reported that two allotment holders had asked if there was a possibility that a skip could be provided to clear some of the larger debris on their plots. After discussion this was agreed on the basis that it would be treated as a "tidy-up" day for all allotment holders to help each other. Cllr. Mavin would consult other allotment holders and make an assessment. It was reported that the second of the large metal sheds had now been removed.

14. **Boundary Walls:** Cllr. Mavin had a list of hedges that were in need of pruning/cutting back throughout the village. These included one property in Mawles Lane. The Clerk was to write to the owner concerned asking him to trim low growing trees and repair the wall in order that the pathway be cleared. Cllr. Mavin would speak with other residents regarding this. It was noted that on the Milton Road, opposite the School, trees were catching straw from lorries passing through, with the debris collecting over the drains.

15. **Proposed closure of BT Payphone on High Street:** This was discussed and it was agreed that the closure of this BT Payphone would be acceptable. There was also a BT Payphone on Fiddlers Hill and the Clerk was asked to enquire with BT how often this was used.

16. **Correspondence:** The Clerk reported that she had received the recorded minutes from the Shipton Volunteers' meeting. These would be filed in the minute book. A list of correspondence received had been circulated to Councillors to consider.

17. **Other Matters for Discussion:**

- (a) The possibility of alternative energy sources for the Hall was mentioned by Cllr. Cochrane and the possibility of a presentation on this. Cllr. Cochrane asked if a presentation was organised, would the Parish Council be interested in attending.
- (b) Cllr. Jagger reported that the road surface on the double bend by the Lamb was particularly bad. The Clerk asked to chase OCC Highways regarding this.
- (c) Cllr. Cochrane raised several issues; the first being confidences between Parish Councils, Ascott and Shipton. He asked the Councillors and Clerk to think about what measures might need to be introduced. The second issue concerned being the addition of new equipment in the play area. Cllr Cochrane reminded Councillors of the security situation which would need consideration.

There being no further business, Cllr. Vickers declared the meeting closed at 10.05pm and confirmed the July meeting would be held on Tuesday 15th July. Cllr. Jagger gave his apologies in advance.