

**Minutes of the meeting of Shipton under Wychwood Parish Council held at
7.30pm on Tuesday 15th May 2007 at the New Beaconsfield Hall.**

Present: Cllr. Malcolm Cochrane (Chairman), Cllr. Joanna Cook, Cllr. Neil Jagger, Cllr. Jill Mavin, Cllr. Robin McConnachie, Cllr. Alan Vickers, Cllr. Mike Watson, Cllr. Rodney Rose (County Councillor).

- 1.** **Apologies for Absence:** Cllr. Hilary Biles was not able to attend due to illness.
- 2.** **Election of Chairman:** Cllr. Cochrane confirmed that he wishes to stand down as Chairman and asked for nominations for the post. Cllr. Mavin proposed that Cllr. Vickers be elected. The proposal was seconded by Cllr. Cook and agreed unanimously. Cllr. Vickers then assumed the Chair and thanked Cllr. Cochrane for the great contributions he had made to the parish during 28 years service on the Council. Cllr. Vickers then proposed that Cllr. Cochrane should serve as Vice Chairman. This proposal was seconded by Cllr. Cook and agreed unanimously.
- 3.** **Declarations of Interest:** Cllr. Cochrane declared an interest in a planning application for Yew Tree Cottage discussed at a previous meeting. He had been unaware that the Youth Club in which he was involved employed one of the applicants.
- 4.** **Confirmation of the Minutes of the Meeting of date in April 2007:**
There were some corrections. Agenda Item 5c: Cllr Cochrane was not involved in preparing information for the grass cutting proposals. Agenda Item 16b: Cllr. Cochrane was to contact Mr. Bailey about the domain name for the website not Cllr. Vickers. Item 16 Other Matters for Discussion: The Clerk left the meeting. Councillors discussed salary and terms and conditions of employment in view of changes in methods of calculation. The new Chairman would now deal with this matter and proposals brought to the June meeting.
- 5.** **Public Time:** There were no members of the public present.
- 6.** **Matter Arising from the Minutes:**
 - a.** **Trees on the Green:** As a result of the meeting with Nick Mottram the proposal was to plant two silver birch trees in the corner of the Green by Salisbury House and two species hawthorns between the whitebeam and the young oak. It was agreed that Nicholsons would be asked to supply the trees and that they should be of significant size. The Clerk was to contact Nicholsons for availability and prices.
 - b.** **Recreation Field:** The meeting with the National Playing Field Representative had been held and the report would be available next week. Cllr. Cochrane suggested that the three parties involved Wychwood Football Club, the Recreation Field and Village Hall Charity and the Parish Council then met to discuss future progress. It was important that the Football Club, as the primary users, take on more responsibility for the playing surface. Cllr. Jagger suggested that if the pitches needed to be out of action for some time, the possibility of using some of the land at Tall Trees assigned for community use should be borne in mind.

- c. Horse Chestnut Tree:** The costs of removing the dangerous branches and balancing the crown would be in the region of £700.00 plus £250.00 for safety traffic lights. It was agreed to proceed.
- d. Beech Tree:** The beech tree in the Churchyard had been removed and a tall stump left. This would eventually be covered with wild clematis.

- 7. County Councillor's Report:** Cllr. Rose informed members that he had now been elected Deputy Leader of the Conservative Group and was also Chair of the Community Safety Scrutiny and Overview Committee. This dealt with the Fire Service, Thames Valley Police and Trading Standards. One of the Committee's first actions would be an investigation into the efficacy of the Neighbourhood Action Groups set up by Thames Valley Police.
- 8. District Councillor's Report:** In the absence of Cllr. Biles no report was available.
- 9. Planning Matters:** **a) Decisions:** Demolition and erection of 4 dwellings at the Costcutters site by Mr. Carpenter –**Refused:** Erection of greenhouse at The Old Stables, High street – **Granted:** Erection of general purpose agricultural building at Four Winds Farm, Burford Road – **Granted:** Extensions at Cliffe Bungalow, Simons Lane – **Granted:** Extensions at Little Acorns, Station Road – **Granted.**
b) Application: Erection of new entrance gates at Woodside, High Street; **No objections.**
Notice had been received of an appeal against the refusal of permission for the erection of houses on land adjoining Hoplands, Shipton Road, Milton under Wychwood. This was a matter for an adjoining parish but it was noted that the application had been refused on the grounds that such a development would erode the boundary between the two villages and as such was against the local plan.
- 10. Financial Matters:** **a) Payments:** Cheques were signed for the following payments: Cllr. Alan Vickers for expenses relating to preparation of welcome packs £25.00; R.J. Bradley for tractor battery £ 43.376; WODC Election expenses 2006 £68.80; ORCC Membership Subscription £20.00. The SPRITE accounts software package had been ordered and should be delivered in the next few days. The books would be sent to the internal auditor, Barry Way, next week and the year-end accounts would be ready for the June meeting. A refund of £30.00 had been received from Thames Water in respect of their delays in responding to a request for information.

11. Resolution to Adopt the Revised Code of Conduct:

It was resolved that:

- a)** The mandatory provisions in the Model Code of Conduct set out in Statutory Instrument 2007/1159 be adopted as the Shipton under Wychwood Parish Council Code of Conduct, to be effective from 1 June 2007, subject to;
 - (i) the inclusion of the ‘general Principles’ as an Annex to the Code, with a footnote to explain that it is not part of the Code but is included as an Annex because of the requirement in paragraph 1(2) of the Code for Members to have regard to the principles; and
 - (ii) the addition of paragraph 12(2) of the Model Code, but excluding the words in brackets each as recommended by the Standards Board for England and the West Oxfordshire District Council; and
 - b)** The Clerk be requested to notify the Monitoring Officer of West Oxfordshire District Council of the passing of the above resolution.
- The resolution was proposed by Cllr. Watson, seconded by Cllr. Jagger and agreed unanimously.

12. Grass Cutting: The Clerk had received 7 letters of objection to the lighter cutting regime being tried on verges to the south of the village. After discussion Councillors agreed the following actions:

- a)** A letter of explanation would go to all residents affected
- b)** A meeting would be held with WODC Environmental Services representatives to establish the appropriate mowing regime for all the public spaces taking into account both visual and safety aspects.
- c)** Designated marked areas of verge would be established as part of the encouragement of bio-diversity programme.

13. Allotments: Mr. Price had requested permission to erect a shed on his allotment. The dimensions were appropriate and Councillors agreed to his request. Cllr. Mavin was concerned about similar requests for sheds at the Fiddlers Hill end of the field and suggested that lower locker style storage units should be allowed. Councillors discussed the matter and felt that there was no need for differentiation in different parts of the site. The trees to be planted along the boundary wall would mask the view and allotments were living sites that should be allowed to develop. The Clerk was asked to investigate the costs of installing new water troughs. Cllr. Watson suggested that water capture from sheds should be suggested to allotment holders. In order to publicise the allotments an Open Day was being considered and the possibility of a produce stall for the Fete.

- 14. Transport:** a) **Village Signs:** The missing Shipton under Wychwood sign on the A361 north of the village was to be replaced by OCC.
b) **Chipping Norton Bus:** Cllr. McConnachie had contacted OCC about the possibility of a regular service to Chipping Norton
c) **Station Adoption Scheme:** The Parish Council felt unable to take part in the proposed scheme in view of the poor service offered by First Great Western and the reduced number of trains stopping at Shipton. Information would be passed on to other potential participants.
d) **A361 Initiative Website:** Cllr. Watson requested feedback on the site now that it was fully operational. Photographs of HGVs considered to be speeding were now being published.
- 15. Correspondence:** A list of correspondence received had been circulated. Councillor's attention was drawn to the invitation from Thames Valley Police to attend a Stakeholder's Forum on 5th June at Drayton Park Golf Club from 9.15 – 12.15. No Councillors were available to attend.
- 16. Other Matters for Discussion:**
- a) **Green Initiatives in Conservation Areas:** Cllr. Jagger brought to the attention of Councillors a range of new leaflets on water conservation, green energy etc. published by the Cotswold Conservation Trust. He proposed that members should begin to consider the Parish Council's response to such initiatives and how buildings such as the Village Hall could be made greener. The implications of new technology and their impact would need to be considered soon.
- b) **Volunteers:** Cllr. Vickers proposed that a team of volunteers, who would be able to give a few hours a month, should be recruited to undertake small scale tasks around the village. The volunteers would not be Parish Councillors but the Council would supply materials and equipment necessary. Members were asked to consider this suggestion and a full discussion would take place later in the year.
- c) **Cospatrick Memorial:** Cllr. Cochrane would begin to investigate the possibility of re-instating the water flow at the Cospatrick Memorial.
- d) **A361 Initiative:** A meeting was to be held with local Councillors from other towns and villages along the A361. The Parish Council agreed to pay for the rent of the Committee Room at The New Beaconsfield Hall.
- e) **Litter on Industrial Estate:** Cllr. Mavin drew attention to the problem of litter from skips and packaging blowing around the Industrial Estate and being caught up in the hedges and verges around the school. The Clerk was asked to contact businesses and draw their attention to this problem.
- f) **Thermal Imaging:** Cllr. Cochrane would pursue the proposal to establish the thermal profile of house in the parish and the equipment needed.

There being no other business the meeting closed at 21.55