

**Minutes of the Annual General Meeting of Shipton-under-Wychwood Parish
Council
7.30pm on Tuesday 19 May 2009
at the New Beaconsfield Hall**

Present: Cllr. Alan Vickers (Chairman), Cllr. Robin McConnachie (Vice Chairman), Cllr Malcolm Cochrane (Past Chairman), Cllr. Jo Cook, Cllr Neil Jagger, Cllr Mike Watson.

Parish Clerk: Angela Barnes

Members of the Public:

Sir John Graham, Brian Rigby, Jan Lund, Anita Hollingdale and Ian Carrington.

1. **Apologies for Absence:** No apologies received.

2. **Election of Chairman and Vice Chairman:**

Cllr Malcolm Cochrane nominated Cllr Alan Vickers as Chairman and this was seconded by Cllr Jill Mavin. Cllr Jo Cook nominated Cllr Robin McConnachie as Vice Chairman and this was seconded by Cllr Mike Watson. Both positions were agreed unanimously.

3. **Declarations of Interest:**

There were three declarations of interest, clarification of which had been confirmed by the Monitoring Officer at WODC. Cllr Malcolm Cochrane, Cllr Robin McConnachie and Cllr Jo Cook declared an interest with regard to the Tennis Club and its Planning Application: 09/0558/P/FP covered during Item 5 Public Time.

4. **Minutes of the Meeting of 21 April 2009:**

The minutes were agreed as a true record and signed and dated by the Chairman.

5. **Public Time:**

Cllr Vickers welcomed the members of the public and ascertained that the majority were interested in Planning Application 09/0558/F/FP the erection of a single storey club room building at the Recreation Field.

Q: Sir John Graham asked if the Minutes could be displayed before they had been approved?

A: The Clerk and Cllr Jagger confirmed that this had been looked into previously, but unfortunately was not possible.

Q: Sir John Graham asked if all councillors had seen and managed to comment on the planning application?

A: Cllr Vickers reported that all councillors had seen the application and that five councillors approved the application albeit with small reservations and two were strongly against.

Cllr Cochrane, Cllr McConnachie and Cllr Jo Cook declared their interest and left the meeting until discussions had finished.

Q: Jan Lund reported her concerns at the application, firstly she felt the drawings were not accurate and secondly she asked if the horse chestnut tree would be lost and if so was this going to be compensated?

A: Mr Carrington gave the assurance that the Tennis Club would give this some thought.

Q: Cllr Vickers asked Mr Carrington when a copy of the de-registration form could be expected with the input from the Tennis Club

A: Mr Carrington thought this could be within one month.

Q: Sir John Graham asked if there would be a Public Meeting?

A: Cllr Vickers did not think this would be required as all households in the Parish were to be contacted by the Parish Council in a consultation process if the planning application were approved.

Cllr Cochrane, Cllr McConnachie and Cllr Jo Cook returned to the meeting.

6. **Play Equipment:**

Cllr Cochrane gave an update on the play equipment project and advised that he and Cllr Cook were looking at acceptable safety surfaces and their associated costs. Cllr Cook advised that a further three swing seats need replacing at an approximate cost of £150. This and the safety surface were approved in principle. Cllr Watson asked for firm quotations before expenditure was committed.

7. **Sandbin Sites:**

Cllr Jagger expressed concerns with regard to Coombes Close as a possible site for the Sandbin. Councillors adjourned to take another look at the original recommendation placing the Sandbin at the New Beaconsfield Hall on the left by the hedge on entering at the main gate. This site was unanimously favoured and agreed. The Clerk was asked to write and confirm this to Dave Austin at WODC.

8. Matters Arising:

- ? OCC Highways; the Clerk reported on the lack of progress on numerous issues still outstanding. Cllr Vickers and Cllr Cochrane agreed they would re-visit the list of works.
- ? Trees along Church Path; the Clerk was asked to chase Mr Taylor for a quotation to pollard the trees.
- ? Mr Williamson flooding across his garden; this was thought to have now been dealt with by BT.
- ? Wychwood Day Centre; after discussion it was agreed that future donations would match that of other parishes.
- ? Tall Trees reinstatement of verges and sign; Cllr Vickers confirmed that he had had confirmation from the Centre Manager that the verges would be reinstated and that they were happy with the sign displaying "Tall Trees" as opposed to "Tall Trees Care Centre". The clerk was asked to chase progress on the sign with County Councillor Rodney Rose.
- ? Lady Reade donation; the Clerk asked the meeting when the agreed annual donation of £300 would commence. Cllr Mike Watson would speak with James Walmsley and report back.
- ? Wild Garden; ongoing. Cllr Cochrane would speak to John Hartley, who would in turn speak with Brian Gorton

9. WODC Core Strategy Consultation - Housing Assessment:

This was discussed and the Clerk confirmed that an e-copy of the document was sent to all Councillors in March prior to the meeting and a hard copy circulated in the correspondence envelope. A reply had been sent.

10. County Councillors Report:

No Report

11. District Councillors Report:

No Report.

12. Planning:

New:

09/0558/P/FP Erection of single storey club room building at The Recreation Field Shipton-under-Wychwood **(New)**

09/0564/P/FP Erection of Garden Shed at 14 Ballards Close Shipton-under-Wychwood **(New)**

09/0583/P/FP Erection of children's activity unit in rear garden (Retrospective) at Barn Piece Prebendal Drive Station Road Shipton-under-Wychwood **(New)**

Ongoing:

09/0251/P/S73 Non compliance of condition 7 of planning permission W98/0999 to allow the use of UPVC doors and windows at Brooklands Upper End

(Granted)

09/0259/P/FP Conversion of existing granny annexe to create independent dwelling with its own parking

and domestic curtilage at The Old Malthouse High Street **(Granted)**

09/0261/P/FP Replacement of existing summerhouse with double garage at The Old Malthouse High Street **(Granted)**

09/0245/P/FP Erection of free range poultry house, feed silos and associated works at Fourwinds Farm

Burford Road **(Refused)**

09/0120/P/FP Erection of single storey rear extension at 16 Littlebrook Meadow

(Granted)

09/0323/P/AC Affixing of non-illuminated fascia sign to side elevation at FWP Matthews Ltd Station Road **(Granted)**

09/0420/P/FP Erection of two storey front extension and conversion of loft to include new rooflights and dormer windows at Four Furlongs, Leafield Road. **(Ongoing)**

The three new planning applications were considered and the Clerk was asked to reply accordingly. Please refer to Agenda Item 5 Public Time.

13. **Financial Matters:**

Cllr Mike Watson reported;

- ? Insurance renewal from Allianz Insurance, this was discussed and it was agreed to renew.
- ? BDO Stoy Hayward; the annual return had been received and the Clerk was preparing for the internal audit. Cllr Watson had sent an e-copy of the updated Risk Assessment to all Councillors for their consideration. There were two main points that would need further thought, Dog fouling which arose in a number of sections and Flooding, the completeness of the emergency plan. The Council accepted the updated annual review of the Risk Assessment.

Payments to be authorised:

Green Scythe May Invoice	£789.06
ORCC Membership Renewal	£20.00
Clerks salary and expenses	£331.35
Alan Vickers "welcome packs"	£20.00
Allianz Insurance renewal	£485.20

Payments received:

VAT repayment	£1366.39
---------------	----------

14. **Allotments:**

Cllr Jill Mavin reported that the road surface should be started later that week and once the hardcore had been delivered the Volunteers were going to lay it. Cllr Mavin noted her concern that more parking space would be needed should new allotment plots be let.

There were concerns with regard to tenants and boundary lines of allotment plots. It was reported that a wall had been taken down to permit access from a garden to be obtained. It was agreed that all boundary walls and boundary lines must be reinstated as soon as possible. Cllr Mavin said she would speak with the tenants in the first instance and then draft a letter from the Parish Council for approval at the June meeting.

15. **Correspondence:**

A list of correspondence received was circulated to Councillors to consider.

17. **Other Matters for Discussion:**

Cllr Cook reported on a noisy motor cycle that had caused frequent annoyance riding in the Village. She had contacted PCSO Kirstyn Tyrer and was pleased to report that this annoyance had been dealt with very quickly.

Cllr Watson asked the Clerk to list "Dog Fouling" as an item on the Agenda for June.

Cllr McConnachie asked the meeting to consider the need for additional burial space and asked the Clerk to put this on the July agenda for discussion.

There being no further business, Cllr.Vickers declared the meeting closed at 10.00pm and confirmed the June meeting would be held on Tuesday 16 June 2009.

