

Minutes of a Meeting of Shipton-under-Wychwood Parish Council
7.30pm on Tuesday 17 November 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 and Cllr Mike Watson.

Parish Clerk: Angela Barnes

Members of the Public:

Kay White, David Corley, John Graham, Rosie Waterman, Anita Hollingdale, Dorothy Carrington, Maggie McKillop, Malcolm McKillop, Brian Rigby, Marian Sargent, Chris Lowley, John Dyakowski, Graham Nelson.

1. **Apologies for Absence:**

Cllr Jill Mavin sent her apologies.

2. **Declarations of Interest:**

Cllr Mike Watson declared an interest in the Wild Garden, item number 12.

3. **Minutes of the Meeting of 20 October 2009:**

The Minutes were agreed as a true record and duly signed, dated and filed.

4. **Outstanding Actions from the Minutes:**

Oxfordshire Highways:

Cllr Vickers and Cllr Cochrane have carried out a walk through the Village and have produced a report on the outstanding OCC Highways issues. The Clerk was asked to send a copy of this to OCC, copying in CCllr Rodney Rose.

(a) Signage at Ballards Close and St Michael's Close - Clerk has chased John Parkinson at WODC.

(b) Memorial seat on Swinbrook Road - Response received, refer to correspondence

(c) Erosion of Verge at Fiveways - Ongoing

(e) Gateway into Churchyard - Cllr Vickers reported Shipton Volunteers have straightened the gate.

(f) Footpath on Leafield Road - Cllr Watson reported this was now cleared.

(h) Hedge overhanging from Sinnels Field - Clerk has written to riparian owners

(i) Fallen Tree in the Evenlode - after discussion the Clerk was asked to write to the riparian owner and Cllr Jo Cook would let the Clerk have the contact name.

5. **Public Time:**

Cllr Vickers welcomed the members of the public and asked if they had any issues to raise. The issues raised were as follows:

Leafield Road

There were several residents from Leafield Road who spoke about the traffic travelling extremely fast on the Leafield Road and who were concerned about the safety for parents and children doing their school run. It was reported that there are approximately ten children and parents who walk to school where there is no pavement on the approach to Fiveways. Cllr Vickers agreed that the Parish Council would ask Peter Ronald at OCC Highways to have a look and would ask WODC to place a SDR strip on the road to record the average speed of traffic. The Clerk was asked to organise this.

Parish Consultation on Tennis Club Pavilion

Cllr Vickers reported that the Planning Inspectorate at Bristol had replied, but the process was still unclear. Cllr McConnachie had attended a seminar in Minster Lovell on Common Land and Village Greens. He reported that the seminar had been extremely informative and was led by Roger Taylor of Hedleys Solicitors who have been specialists for over 30 years in legal work for Parish and Town Councils. Cllr McConnachie reported that one of the issues raised was de-registration and replacement land, where it was made clear that replacement land was mandatory if over 200 sq mtrs. and virtually unavoidable if under 200sq mtrs. After discussion it was decided that Cllr McConnachie would speak to the contact at Hedleys for initial advice and to set up a meeting with the Parish Council, the Tennis Club and Gordon Halliday representing the Hall Committee.

Thames Valley Primary Care Agency

A letter had been received from the Thames Valley Primary Care Agency and Cllr Vickers reported that the Parish Council had already replied to an earlier letter and had spoken to Keith Colledge. Cllr Vickers agreed to write back accordingly.

6. Play Equipment:

Cllr Cochrane gave an update on the funding and progress. There are currently three applications for £10k and it is hoped at least one should be successful. Cllr Cochrane and Cllr Cook reported that they were planning to set up a committee to include Debbie Whitehouse, Lisa Munro and Max Askew. It was confirmed that the funding from WODC will remain secure, but works must have commenced by March 2010. It was suggested that a precise start date is now necessary, working towards a contractual date to coincide with WODC's funding criteria and that the project be managed in phases. Cllr Cochrane suggested that a CCTV system will be necessary.

7. County Councillors Report:

No report.

8. District Councillors Report:

Cllr Hilary Hibbert-Biles reported that WODC were setting their budgets and with the economic situation they were looking to make cuts everywhere. Cllr Hibbert-Biles reported that Laurence King would hopefully be returning to work in January. It was also reported that the Environment Agency have asked WODC to notify them of any village that did well in the flooding of July 2007.

9. Parish Consultation on Tennis Club Pavilion:

Please refer to Public Time.

10. **Wild Garden:**

Cllr Watson gave an update on behalf of the sub-committee and reported that pledges in excess of £18k had been made with £2k towards annual running costs so far. Surveys of the land and the trees will be required and the entrance pillars were deemed unsafe. The sub-committee were working with Brian Gorton to resolve this. With regard to grants; there would be none in this financial year but they should be available from April 2010. Cllr Watson reported that he has scheduled a walkaround with Nick Mottram from the Wychwood Project and that the committee would be holding meetings in Ascott-under-Wychwood and Milton-under-Wychwood to brief both Villages on the project. Cllr Watson reported that the Charity Application had been sent in and the next step would be to prepare a timetable. He asked the Parish Council if it would make a donation towards the annual fund and a one off donation for the acquisition cost and if they could offer financial support on a bridging loan in the event that this proved necessary.

Cllr Watson left the meeting at this point. Cllr Vickers asked the meeting for their opinions and after discussion it was agreed that a £5,000 one off donation should be made and £1500 allocated towards the annual maintenance. It was also agreed that if necessary a bridging loan of £10,000 would be supported by the Parish Council. Cllr Vickers suggested that the Shipton Parish Council should have a right of veto on any future disposal of all or part of the Wild Garden and/or change of use of the Wild Garden.

Cllr Watson returned to the meeting and Cllr Vickers reported to Cllr Watson the agreement reached by the Parish Council and proposed vetoes were written in to the Memorandum and Articles that (a) on any future disposal being considered and (b) on any change of use. Cllr Watson thanked the Parish Council and agreed that this would be considered and actioned when the Memorandum and Articles were being finalised.

11. **Burial Ground:**

Cllr Cochrane reported that Peter Hills had received a faculty to move curbs. Ongoing.

12. **Thames Valley Primary Care Agency:**

Please refer to Public Time.

13. **Carols round the Christmas Tree:**

The final preparations were discussed and it was agreed the Christmas Carol donation would be given to the Church as a contribution towards fabric maintenance.

14. **Planning:**

New:

09/1426/P/FP Construction of Earth Bund (revision of Application 09/1196/P/FP) at Land adj 16 18 20 37 Littlebrook Meadow **(New)**

09/1437/P/FP Erection of single storey rear extension and construction of chimney (revision of Application 09/0920/P/FP) at 22 Sinnels Field **(New)**

09/1356/P/FP Erection of detached outbuilding, formation of vehicular access and construction of wrought iron entrance gates at Old Forge Cottage, High Street **(New)**

Ongoing

09/1238/P/FP Construction of Balcony and Alterations to the Roof to allow for insertion of French Doors **(New/Retrospective)**

09/0941/P/FP Erection of detached outbuilding and new vehicle access at Old Forge Cottage High Street **(Withdrawn please refer above)**

15. Financial Matters:

Cllr Watson gave a financial update noting that due to the drop in interest rates there would be a shortfall of £400 in bank interest. Cllr Watson reported on setting the Precept for next year, bearing in mind the maintenance on the burial ground could be high. The precept was discussed and it was agreed to set this at £19,750.00. The Clerk was asked to submit this to WODC.

Payments to be authorised:

SLCC Society of Local Council Clerks Fresh Air & Exercise Course 2009	£74.75
Mike Nicol NHT Hire sound system for carols round the Christmas Tree	£55.00
Green Scythe Grasscutting	£580.91
Clerks salary and expenses for November and December	£637.23

Payments received:

Allotment Rents	£727.00
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16. Allotments:

It was discussed and agreed that a formal letter with regard to infringements should be sent to the relevant tenants.

17. Correspondence:

As circulated

18. Other Matters for Discussion:

- ? The letter from the Wychwood Day Centre requesting a donation should be put on the January Agenda for discussion.
- ? The sign on the Charlbury Road and A361 junction has swivelled round and is not visible and the Give Way sign on the New Road and A361 junction had fallen down. The Clerk was asked to report this to OCC.
- ? Cllr Watson asked for it to be minuted how very nice and well behaved the children who visited him on Haloween had been.
- ? Cllr Jagger asked for the Sandbin erection to be chased. The Clerk was asked to speak with WODC.

There being no further business the Chairman declared the meeting closed at 10.35pm and confirmed the next Parish Council meeting would be Tuesday 19 January 2010.