

**Minutes of the Meeting of Shipton under Wychwood Parish Council held at 7.30pm
on Tuesday 12th September 2006 at the New Beaconsfield Hall.**

Present: Cllr. Malcolm Cochrane (Chairman), Cllr. Joanna Cook, Cllr. Jill Mavin, Cllr. Neil Jagger, Cllr. Alan Vickers, Cllr. Mike Watson, Cllr Hilary Biles (District Councillor joined the meeting at 8.15).

1. **Apologies:** Cllr. Robin McConnachie and Cllr. Rodney Rose (County Councillor).
2. **Declarations of Interest:** There were no declarations of interest.
3. **Confirmation of the minutes of the Meeting held on Tuesday 15th August 2006: Item 4: Public Time A361 Initiative line 6:** ‘axle widths’ should be amended to read ‘number of axles’ With this amendment the minutes were confirmed as a true record and signed by the Chairman.
4. **Public Time:** No members of the public were present.
5. **Matters Arising from the Minutes:**
 - a) **Hedges:** Mr. Taylor had trimmed the hedges round the Recreation Field. The Clerk was asked to write to Mr. Taylor and thank him for the high standard of work. In future Mr. Taylor should be asked to undertake an outside trim along Station Road and Meadow Lane in late spring/early summer and a full cut in autumn. His service would also be recommended to parishioners whose hedges were causing problems. The Clerk was to contact owners of hedges at Elmdene and 1 Leafield Road to request cutting back. The owners of the hedges adjacent to the school and the entrance to the railway station needed to be identified and asked to trim back these hedges.
 - b) **Police Meeting:** Milton PC had rejected financial support for PCSOs and the Chairman would attend the meeting at Drayton Golf Club on 21st September.
 - c) **Till Yard, Ascott Road:** No action had been taken to remove the hard standing. Clerk to contact both County and District Council enforcement officers now that building works had finished at the nearby house.
 - d) **Church Railings:** Jack Champness had not undertaken the work. Cllr. Vickers was concerned that the recently painted railings were already displaying signs of weathering.
 - e) **Allotments:** A site meeting had been arranged on 27th September with Jon Westerman, from WODC Planning, to look at the site and take advice on whether planning permission would be needed for allotment structures.
 - f) **Moles:** The Football Club had employed a professional company to deal with moles on the Recreation Field, at their own expense.
6. **County Councillor’s Report:** In the absence of Cllr. Rose no report was available.
7. **District Councillor’s Report:** a) **Chipping Norton Hospital:** The Planning application has been deferred to resolve questions about pedestrian crossings.

b) WODC Waste Contract: Has gone out to tender. The proposed waste collection is weekly for recyclables and food waste; fortnightly for residuals; and fortnightly green waste (paid for). Different receptacles are part of the tender process.

c) Chief Executive: A new Chief Executive has been appointed and will start in January 2007.

d) Weekend passes: Weekend passes for free or reduced price admission to leisure and cultural activities are available for the weekend of 23rd and 24th September.

e) Sports and Arts Awards: Nominations were being sought for achievement awards and the scheme should be brought to the attention of parishioners.

8. **Planning Matters: a) Decisions:**

i) Lane House Farm: Erection of close boarded fence; Refused as boundary treatment and finish is not acceptable.

ii) 14 Ballards Close: Erection of rear conservatory. Refused due to overbearing and unacceptable impact on such a prominent site would set a precedent.

iii) 2 Wychwood Manor Cottages: Erection of new porch. Granted and materials to match existing ones.

iv) Costcutters: Application for outline planning permission for erection of 4 dwellings. Refused. The applicants have not demonstrated that the buildings will preserve or enhance the character and appearance of the site due to the scale, massing and impact on the street scene; not demonstrated that the proposed dwellings will provide an acceptable level of amenity for occupiers of Evenlode Cottages; it has also not been demonstrated that the proposed access arrangements and closure of lay-by will not have a detrimental effect on road safety.

Cllr. Cochrane recommended to the Council that in future the response to planning applications should be more clearly stated in terms of approval or refusal, in view of the interpretation of the response written by the Clerk to the Costcutters application. Officers had interpreted this as an objection, and a supplementary e-mail had been sent to clarify the matter. Councillors agreed that a clear statement should be made.

b) Applications: 06/1470/P/OP Erection of 3 residential units at Hoplands, Shipton Road, Milton under Wychwood: No objections – approved.

06/1471/P/FP Erection of stone wall, Fourwinds Farm, Burford Road: The plans were very badly presented and the Clerk had drawn this to the attention of planning officers whilst asking for clarification of the extent of the wall. No objections – approved.

06/1512/P/FP Erection of detached garage at Home Farm, Plum Lane: No objections to the garage but conditions to be imposed on materials stone built rather than rendering. Occupants should also be required to keep hedge at height that masked the walls. No objections – approval.

06/1543/P/FP Lane House Farm Insertion of window to end elevation: No objections

06/1585/P/FP & 06/1586/P/LB St Mary's Cottage, Church Path Erection of rear conservatory: No objections – approval.

- 9. Financial Matters:** a) **Cheques for signature:** The following accounts were approved and cheques signed: Clerk salary; OALC Membership £224.73; A. Taylor Hedge Cutting £850.00; WODC Grass Cutting £990.71; Foxbury Farm Lamb Rent £90.00; CLPG Membership and donation £20.00.
- b) **Annual Return:** The external auditors had queried the level of reserves and had requested details of any specific projects to which the reserves were to be applied. The Clerk was instructed to respond and cite the increasing number of charges which were being passed down to parish level and the need to have funds ready to meet basic needs such as new street lighting and highway projects
- c) **Charitable/Community Donations:** The Clerk was asked to draw up, and circulate, a list of charitable and community projects supported by the Council in the past three years to enable Councillors to decide on the beneficiary of this year's Christmas Eve Collection.
- 10. Letter to Parishioners:** The content of the letter to Parishioners as agreed with some minor amendments. The Clerk would revise and re-circulate the letter. Councillors supported the idea of establishing a regular coffee morning at the New Beaconsfield Hall. Cllr. Cochrane asked Cllr. Biles if she would obtain copies of accurate maps of Shipton from the Planning Office to mark out distribution areas for Councillors.
- 11. Initial Report on Trees:** The tree expert employed by WODC had identified an urgent problem with one of the chestnut trees overhanging the A361. There was a large crack in one bough and another was hanging low enough for lorries to hit it. Both matters were safety concerns and he recommended action. The Council agreed that the Chairman and Clerk should pursue the matter and take appropriate action. Cllr. Vickers reported parishioners concerns about the beech tree on the green and whether it could be dangerous as a result of the effect of the drought earlier this year. Councillors agreed to keep this matter under review.
- 12. Highways:** There had been complaints about road surfaces in the village. Red Horse Corner, Meadow Lane, Upper High Street, Chapel Lane Trots Lane, Ascott Road and also road markings at the junction between Ascott Road and the A361. The Clerk was asked to contact Ralph Grant, Northern Area Engineer at OCC and invite him to walk the village and look at the problems.
- 13. Allotments:** Cllr. Mavin had arranged a meeting with allotment holders on Friday 15th September, and would report at the next meeting.
- 14. Correspondence:** A list of correspondence had been circulated to Councillors.
- 15. Other Matters for Discussion:**
- a) **Remembrance Day Service:** Cllr. Cochrane had official duties in Witney on Remembrance Sunday. Cllr. Mavin agreed to represent the Parish Council at the Shipton service and ceremony.
- b) **Mowing:** Mr. Skerit, of Evenlode Cottages, had complained about the poor mowing of the Green and Recreation Field. Mr. and Mrs. Barnes, of Fiveways, had written to congratulate the Council on how good the

mowing had been but they were concerned about the amount of litter left in the road after waste collections.

- c) 30mph signs: The Clerk was asked to find out where the 30mph signs on wheelie bins in Shipton Road could be obtained.