

**Minutes of the Meeting of Shipton-under-Wychwood Parish Council**  
**7.30pm on Tuesday 23rd September 2008**  
**at the New Beaconsfield Hall**

**Present:** Cllr. Alan Vickers (Chairman), Cllr. Robin McConnachie, Cllr. Jo Cook, Cllr Neil Jagger, Cllr Jill Mavin, Cllr Malcolm Cochrane.

**Parish Clerk:** Angela Barnes

**Members of the Public:** Anita Hollingdale, Rosemary Waterman, Ray Derkacz, Michael Carr.

1. **Apologies for Absence:** County Cllr. Rose and Cllr. Mike Watson.
2. **Declarations of Interest:** There were no declarations of interest.
3. **Minutes of the Meeting of 19th August:** The minutes were agreed as a true record and signed by the Chairman.
4. **Public Time:** Mrs Anita Hollingdale, representing the Tennis Club, expressed concerns at the Parish Council's reply to the Charity Commission. Cllr Vickers explained to Mrs Hollingdale that the Parish Council would not interfere in the negotiations between the Tennis Club and the Hall Committee. The Parish Council had a responsibility to represent and protect the interest of all parishioners. The Parish Council had only two requirements, firstly that the new User Agreement should contain a transparent and simple mechanism to allow for use of the tennis courts by non members at a suitable time and with the payment of a reasonable fee and secondly that further serious consideration should be given to the siting of the proposed pavilion. Once these two requirements had been met the Parish Council would support an application for deregistration of common land necessary to build the pavilion.

Ray Derkacz and Michael Carr were both attending the meeting because they had been concerned by recent bonfires in their part of the Village. They explained that recently three of their neighbours had had bonfires on three separate days so that their homes were affected by smoke. Michael Carr pointed out that he had young children and this was not a healthy and acceptable environment for them.

Cllr Vickers explained that the Parish Council had no powers to regulate bonfires, albeit WODC had advised that more than one bonfire per person per week would be deemed unacceptable. The District Councillor asked both members of the public to keep her informed. The Parish Council agreed that a letter from the Clerk should be sent to householders in the area reminding them of the need to consider their neighbours when lighting bonfires and not to light them on public areas such as foot paths. The Clerk was asked to obtain leaflets from WODC, which could be sent with the letter.

5. **Matters Arising from the Minutes:** The Clerk reported that no progress had been made on the outstanding highway issues. The District Councillor advised the Clerk to write to Ralph Grant, copying Paul Wilson.

Cllr Vickers reported on the success of the Anniversary Party and thanked those who attended representing the Parish Council.

6. **County Councillors Report:** No report.

7. **District Councillors Report:** Cllr Hilary Hibbert-Biles reported trees were scheduled to be removed by 17th October. Laurence King would be looking at the ditch on Mr Coombes' land again. It was evident that rubbish needs cleaning and removing from the ditch along with debris.

Cllr Hibbert-Biles reported that WODC were going to be taking part in a pilot scheme to share their Chief Executive with the Cotswold District to share services. This was to be decided at the next Council Meeting and would be a pilot scheme for six months.

The PCT had 25 beds at Witney Hospital for elderly people. Abingdon and Witney were the only hospitals now catering for this. Chipping Norton hospital should be started in December/January although legal issues had caused delays.

#### 8. **Planning:**

New Applications:

08/1327/P/FP Change of use to Playing Field and Drainage Works at Land adjacent to Cricket Ground

08/1328/P/FP Removal of existing utility room and replace with new single storey side extension at Brooklands, Upper End

08/1347/P/FP Erection of dwelling and vehicular access at 23 St Michael's Close

08/1367/P/FP Erection of single storey side extension at Hunters Moon, Plum Lane

08/1292/P/FP Conversion of garage to self contained accommodation and erection of new detached three bay garage (part retrospective) at Walnut Tree House, Milton Road, Shipton-under-Wychwood **Ongoing**

08/0942/P/FP Erection of dwelling with attached garage and new access at Land at Milton Road, Shipton-under-Wychwood  
**Refused / Appeal Lodged**

07/1835/P/FP Conversion of outbuilding to create ancillary self contained unit at Langley Ridge Farm, Leafield Road, Shipton-under-Wychwood  
**Granted**

The Clerk was asked to reply to WODC Planning with regards to application 08/1328/P/FP above noting the following objections to the application:

- ? The doubling in size of the extension
- ? 4 Velux windows
- ? The application is misleading.

9. **Financial Matters:**

Payments to be authorised:

Green Scythe Grass Cutting £969.24  
Clerks Monthly Salary £241.20 and Expenses £65.43  
CLPG Subscription £10.00

The Precept for 2009 was raised and will be discussed at the October meeting for submission to WODC.

The Clerk reported that the Audit had been returned from BDO Stoy Hayward with several points for further clarification. These were in hand and would be resubmitted in time for their deadline of 7 October.

11. **Charity Commission:** The second letter received from the Charity Commission was read to the meeting. The Clerk was asked to reply explaining that discussions were continuing, but at this point they were unable to agree and the Parish Council were waiting to see the new User Agreement from the Tennis Club before supporting any request for deregistration.

12. **Allotments:** Cllr Mavin reported that the new road should be started in October. An Open Meeting was to be held in two weeks and the Clerk was asked to add on to the Rules and Regulations a reference to "Ragwort" and the disposal of ragwort should this be found on allotment plots or indeed near the allotment ground. The Clerk was asked to prepare the letter requesting the allotment rent, together with a revised copy of rules and regulations, and tenancy agreements for all allotment holders.

13. **Correspondence:** A list of correspondence received had been circulated to Councillors to consider.

17. **Other Matters for Discussion:** Cllr Vickers reported that a letter had been received from Alice Burns thanking the Parish Council for their lovely gifts given to her at the Anniversary Party.

Cllr Vickers reported that a note had been received from Terry Wright of the Environment Agency asking for two volunteers from Shipton to receive passwords to enable access to a site online for monitoring the river levels of the Evenlode. Cllr Vickers and Cllr Jagger offered themselves as volunteers.

The County Council had agreed that the Wychwood Project can plant seeds on verges. Cllr Hibbert-Biles reported that if a verge was the responsibility of Highways then vehicles could not be stopped from parking on them.

Cllr Vickers suggested that a register of people wishing to donate memorial benches for installation in the Village should be kept by the Clerk as some of the existing benches were coming to the end of their useful lives.

Cllr Vickers asked the Councillors to read the new Freedom of Information Act noted in the latest OALC report circulated by the Clerk. There was also a Good Neighbourhood Scheme that might be considered. The Clerk was asked to include this on October's Agenda.

Cllr McConnachie reported that on 2nd October the County Council would be taking a decision on the Charlbury Rail-Bus.

Cllr Cochrane asked if the Highways Mirror at Fiveways could be replaced as this had crazed over. The Clerk was asked to add this to October's Agenda for further discussion.

Cllr Hibbert-Biles reported that since the flooding last July she had received four road closed signs, but had now been asked to return them to Oxfordshire Highways.

There being no further business, Cllr.Vickers declared the meeting closed at 9.40pm and confirmed the October meeting would be held on Tuesday 21st October.