

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 3rd April 2017 at 7pm

Present: Cllr Richard Bartle, Chair (RB), Cllr David Pratt (DP), Cllr Peter Saunders (PS), Cllr Bjorn Watson (BW), Cllr Penny Hockley (PH), Cllr Oliver Church (OC), Cllr John Lloyd (JL), Cllr Julia Jones (JJ), Cllr Chris Hand (CH)

In Attendance: Julia Evans

County Councillor:

District Councillor: Cllr Elaine Ware (EW)

Public: Mr Brian McDonagh

17/68	APOLOGIES FOR ABSENCE Cllr Vic Clements and Cllr Simon Howell sent their apologies.	Action:
17/69	DECLARATION OF INTERESTS None.	
17/70	MINUTES OF MEETINGS HELD ON 6th MARCH 2017 Cllr Pratt proposed accepting the minutes of the meetings held on 6 th March 2017. Cllr Church seconded. Agreed unanimously. RESOLVED. The minutes were signed.	
17/71	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 17/50 - 17/28 - 17/4 -16/264 - 16/240 – Issues with Virgin Media. Cllr Lloyd reported that the two cabinets to be installed on the High Street will be sensitively placed. Work is in progress. Bus Stop Island has been reinstated. b) 17/50 - 17/28 - 17/4 - 16/283 – Parking in the High Street. Cllr Hockley reported that a meeting with volunteers is to be arranged. c) 17/56 – Street names for 35 new homes off Highworth Road. The names Pound Close and Hicks Close have been agreed. Information on these WW1 servicemen has been passed to the street naming team for inclusion in a QR code. d) 17/56 – Proposals for a Unitary Authority. Cllr Bartle reported that his original letter regarding the proposals is now out of date as the matters raised have been rectified.	JL PH CLOSED CLOSED
17/72	PUBLIC REPRESENTATION Nothing to report.	
17/73	COUNTY COUNCILLORS REPORT Nothing to report.	
17/74	DISTRICT COUNCILLORS REPORT Unitary Proposals - The proposal for “A new Better Oxfordshire” was submitted to the Secretary of State on 24 March. The Secretary of State will advise on his “minded” decision during May. If acceptable there will then be a period of representations and decision making culminating in a Structural Change Order laid before Parliament in December. The current timetable is for the Elections to a new Council to take place in May 2019. Local Plan Part 2 - The public consultation was launched on 9 March. To help residents learn more, ask questions and give feedback a series of drop-in events across the Vale are being held. The final date for comments is 4 May. CIL (Community Infrastructure Levy) Supplementary Planning Document The Supplementary Planning Document is scheduled to be formally examined by Mr Malcolm Rivett who also examined LP1 on Wednesday 19 April 2017 at 10am. The examination will be held at Didcot Civic Hall.	RB

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	<p>Faringdon and Shrivenham have been advised that it will not be possible to introduce CIL in addition to s106 contributions where these monies have already been agreed through the planning application process.</p> <p>Vale Housing – The Vale & South Housing Needs Team has received a National Practitioner Support Service (NPSS) Bronze Award as part of their ongoing work in preventing homelessness. This award demonstrates how the staff work to help prevent people in the most vulnerable households avoid becoming homeless.</p> <p>White Horse Lettings – Landlords with properties to let are being encouraged to sign up to White Horse Lettings. This service is run by the South and Vale Housing Advice Team and offers long-term rental accommodation to people on the housing waiting list.</p> <p>Neighbourhood Plan for Faringdon – The Neighbourhood Plan for Faringdon that was due to go for Referendum is subject to a judicial review. The High Court will meet on 14/15 June to determine whether the referendum may proceed or not.</p> <p>Vale Grants – Applications opened on 1 April for the latest round of grants. Applications to be received by 15 May.</p> <p>Easter Waste Collection – Waste will be collected on Tuesday 18 April instead of Monday.</p> <p>Cllr Ware was thanked for attending.</p>	
17/75	<p>CHAIRMAN’S ANNOUNCEMENTS:</p> <p>None.</p>	
17/76	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>O&F Working Group – The minutes of the O&F Working Group held on 30th March were considered. Budget differences have been rectified. Unity bank arrangements have been updated. Unity bank does not offer a debit card; they have a charge card which costs £3 per month. Other options to be considered. VBT grant for 2016/17 has now been fully paid. It has been confirmed that VAT is not payable on Burial charges. Charges have been increased in line with the fees agreed in January. BGG have been awarded the grass and hedge cutting contracts for 2017. Work has not yet started. Clerk to chase again. An additional weed spray has been carried out. A skip has been agreed to a tidy up on the allotments. It has been agreed to transfer the money loaned to the Neighbourhood Plan back to SPC. There has been an increase in petty vandalism in the village. Looking into the possibility of another CCTV camera.</p>	<p>JE</p> <p>JE</p>
17/77	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>Letter from Ms Boisseu – RB read out an email regarding speeding on Highworth Road and cold callers. It was agreed to reply stating that we are in the process of installing a VAS on the Highworth Road and informing Ms Boisseu of the number to call in order to report cold callers.</p>	
17/78	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>Defence Academy Liaison Meeting – Cllr Bartle reported that this was a useful means of getting to know what is happening locally. It was noted that a) Police are withdrawing from the area. The nearest Police station will be Wantage; b) the Defence Academy need to save £10m per year. They will need to start charging for facilities that have been free to date. There will not be a summer fete this year. They will be taking on more students; c) Faringdon Academy – new government funding schemes</p>	

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	<p>will be good for them. They are planning to expand by 2018. Money is not available for a new school at Shrivenham. RB to meet with them and OCC to discuss school provision in the village.</p> <p>Planning Committee Meeting – RB attending the VoWH planning committee meeting to speak on the Longcot Road proposal. He commented on the number and type of houses proposed and requested that the present plans should be rejected. The case officer recommended approval and the application was passed. The developer has offered to show councillors around some of their houses.</p>	RB
17/79	<p>FINANCIAL MATTERS</p> <p>Budget Monitoring Report and Balance Sheet – The report for the end of February was reviewed and approved. Cllr Pratt proposed approval; Cllr Jones seconded. RESOLVED. Concern was raised over the confusing nature of the reports.</p> <p>March Payments – Cllr Hand proposed approving the payments as set out at the end of the Agenda, including the invoice from Charlton Environmental for weed spraying. Cllr Saunders seconded. Agreed unanimously. RESOLVED.</p> <p>To approve regular monthly payments for the financial year 2017/18 – A list of regular monthly payments is filed with the Agenda. Cllr Pratt proposed approval; Cllr Hand seconded. RESOLVED.</p>	
17/80	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>Deadline 25th March 2017 - P17/V0529/HH – 6 Stainswick Lane. Part garage conversion; single storey rear extension; replacement link extension; reconfigured garage roof; re-built & enlarged rear extension; reconfiguration of existing ground floor windows. The Parish Council had no objection to this application.</p> <p>Deadline 27th March 2017 – P17/V0514/HH – 1 Canon Hills Gardens. Two Storey rear extension, single storey side/rear extension and garage conversion. The Parish Council had no objection to this application.</p> <p>Deadline 31st March 2017 – P17/V0596/HH – 7 Alexandra Way. Erection of small garage/store. The Parish Council had no objection to this application.</p> <p>Deadline 5th April 2017 – P17/V0422/HH – 65 High Street. Proposed extension to the front of the property to provide a bathroom and increased hall at the ground floor level, and additional storage at first floor level access from main bedroom. The Parish Council had no objection to this application.</p> <p>Deadline 11th April 2017 – P17/V0731/HH – 11 Sandy Lane. Rear two storey extension and single storey extension. The Parish Council had no objection to this application.</p> <p>Deadline 15th April 2017 – P17/V0781/HH – Allsorts, 10 Cleycourt Road. Internal alterations to form utility room. The Parish Council had no objection to this application.</p> <p>Deadline 7th April 2017 - P17/V0152/O – Amended plans for Wayside, Townsend Road. The amendment reduces the number of houses to 2 and includes changes to access, including the provision of turning circles. The Parish Council had no objection to the amended plans but remained concerned about access onto Townsend Road. Proposed: Cllr Pratt; Seconded: Cllr Jones. RESOLVED.</p> <p>PLANNING MATTERS – DECISIONS</p> <p>Deadline 10th March 2017 - P17/V0366/HH – Viewlands, Stainswick Lane. Erection of double garage with bedroom above. Not yet</p>	

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	<p>determined. Deadline 10th March 2017 – P17/V0115/HH and P17/V0116/LB – 29 High Street. Single storey rear extension. Not yet determined. Deadline 8th March 2017 – P17/V0341/O – 18 Sandhill. Outline application (all matters reserved) for a single detached dwelling. Application withdrawn. Deadline 14th February 2017 – P16/V3192/FUL – Building 68, Eisenhower Building. Replacement of glazed walkway. Permission Granted. Deadline 14/2/17 – P17/V0157/HH – 3 Martens Close. Rear extension and new roof light to front extension. Permission Granted. Deadline – 09 August 2016 – P13/V1810/O – Land East of Highworth Road, Shrivenham – outline application for up to 240 dwellings and a site for a primary school along with associated public open space and highways works. Not yet determined.</p> <p>PLANNING MATTERS – MAJOR DEVELOPMENTS Deadline 6th January 2017 – P16/V2868/RM – Longcot Road. Approved at the Vale Planning Committee meeting on 22nd March. Cllr Lloyd stressed that it was now important to chase the construction traffic management plan which should be imminent. Cllr Lloyd to email Cllr Bartle who will create an email to the case officer.</p>	<p>JL/RB</p>
17/81	<p>SHOP FRONTAGES ON THE HIGH STREET It was reported that while some High Street Shop frontages have been updated without being requested, the One Stop shop is looking tired and shabby. The wall at the side of the building is in danger of collapse. Cllr Ware pointed out the shop is in a conservation area. It was agreed to write a formal letter to be sent to the shop manager with a copy to the conservation officer. Proposed: JL; Seconded: DP. 8 councillors agreed; one abstained. RESOLVED. Cllr Lloyd to draft a letter.</p>	<p>JL</p>
17/82	<p>PROPOSALS FOR NEW RESIDENTS LETTER Cllr Lloyd present a letter that he proposed should be sent to all new residents. Concern was raised regarding overlap with the Welcome day planned for September. Cllr Ware pointed out that each development has a welcome pack which is given to new residents, suggesting that the information is included in that. PH proposed going ahead with the letter, but working with other groups in order to avoid overlap. Cllr Lloyd seconded. RESOLVED. Cllr Lloyd to speak to Mr Stevens.</p>	<p>JL</p>
17/83	<p>ACCESS TO PUBLIC LAND FOR PHYSICAL TRAINING SESSIONS Cllr Church declared an interest. Cllr Church presented a letter to the Chair from Tim Rushmere requesting permission to hold physical training sessions in the recreation ground. Cllr Church withdrew from the discussion. Cllr Hand stated that he fully supported the request. Cllr Pratt requested further information and requested that the application is sent to the Trust. Cllr Church to ask Mr Rushmere to contact the Clerk in order to arrange a meeting with members of VBT.</p>	<p>OC</p>
17/84	<p>UPDATE ON ALLOTMENTS Cllr Lloyd reported that the Allotment Holders AGM had been held. Two no-cost proposals have been put forward: foot scrapes at the gates and hard standing under the taps. The O&FWG has given permission to hire a skip to dispose of waste during the allotments tidy up planned for later in the year.</p>	
17/85	<p>UPDATE ON VEHICLE ACTIVATED SIGNS PROJECT Cllr Church reported that two quotes have been received for the VAS.</p>	

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	There will be an additional cost for the installation of the pole. Westcotec have quoted £3255, Messagemaker £2631. However, it is not clear whether Messagemaker's quote includes installation. JE to contact them for clarification. DP proposed that RB and OC be given authorisation to make decisions on this project on behalf of the council. JL seconded. RESOLVED.	JE/OC/RB
17/86	VILLAGE CHRISTMAS LIGHTS Cllr Ware reported that the anonymous donor was unable to find lights to fit Shrivenham lamp posts.	CLOSED
17/87	NEIGHBOURHOOD PLAN UPDATE JJ reported that a Design Day was held in March. The HNA has been completed. Analysis is in progress. Businesses are currently being interviewed. A revised budget was presented which was £500 over the available funds. There are elements in the budget forecast which can be reduced. BW reported that the NP mandate confines consideration to strategic sites with outline approval only. However, 13 sites around the village were put forward for consideration in Local Plan part 2, but were not included. The Steering Group would like to extend the mandate to include consideration of the LPP2 sites. They will not approach developers on this but will carry out an assessment of the sites. Proposed: BW; Seconded: RB. RESOLVED.	JJ
17/88	S106 CONTRIBUTIONS Cllr Hand reported that the S106 agreements for Highworth Road phases 1 and 2 have still not been signed off. It was noted that there will be funds for community facilities.	
17/89	PARISH ASSEMBLY The date for the Parish Assembly is 25 th April at 8pm. Posters have been put up. The agenda is being worked on.	JE/RB
17/90	COMMUNITY EMERGENCY PLAN There has not been much progress. Due to other commitments Richard Palacio will not be able to move forward on this until late summer. It was agreed to let him continue at his own pace.	C/F Richard Palacio
17/91	ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA. Cllr Jones reported that she had received some data on the use of Highworth Library. To be circulated to councillors.	JJ
17/92	DATE OF NEXT MEETING Annual Assembly – Tuesday 25 th April at 8pm. Monthly Meeting – Tuesday 2 nd May at 7pm. This will also be the AGM.	

The meeting closed at 8.30pm