

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 3rd February 2020 at 7pm

Present: Cllr Richard Bartle, Chair (RB), Cllr Derek Day (DD), Cllr David Pratt (DP), Cllr Chris Hand (CH), Cllr Gerard Pearson (GP), Cllr Connor Farrelly (CF), Cllr Stuart Coffey (SC), Cllr John Lloyd (JL), Cllr Bjorn Watson (BW)

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance (YC)

District Councillors: Cllr Elaine Ware (EW)

Public:

20/24	APOLOGIES FOR ABSENCE Cllr Liz Jenkins, Cllr Julia Jones, Cllr Simon Howell.	Action:
20/25	DECLARATIONS OF INTEREST None.	
20/26	MINUTES OF THE MEETING HELD ON 6TH JANUARY 2020 Cllr Pratt proposed approving the minutes. Cllr Lloyd seconded. RESOLVED. The minutes were signed.	
20/27	PRESENTATION FROM INSPECTOR NICK CAIN Inspector Cain reported that the Police are tackling a variety of issues locally, including Beauty Spot theft and rural crime. Thames Valley Police are working with Wiltshire and Gloucestershire Police to tackle these problems. They have also launched Site Watch for development sites and are providing developers advice on site security. Inspector Cain was asked for an update on Community Speedwatch. A new officer has been appointed to take this forward. Cllr Pratt raised the issue of thefts from National Trust car parks. Inspector Cain stated that signage on these sites is important and signs which have been removed should be reported. The issue of burglaries in the village was raised. Inspector Cain is working with Wiltshire police on this. Inspector Cain was thanked for attending.	
20/28	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 20/04 (19/248 - 19/225 - 19/204 - 19/182 - 19/159 - 19/145) – Road Surface on B4000. Cllrs Constance reported that a survey of the pot holes had taken place and will be repaired when the team is next in the area. She pointed out that the priority for road repairs was A roads first, then B roads with all others after that. Safety on the main roads is OCC's main priority. Cllr Liam Walker has taken over responsibility for Delivery and Operations. She emphasised that OCC will continue to maintain the roads. It was reported that a pothole at the top of Fairthorne Way is dangerous for cyclists. YC has reported this. Cllr Bartle noted that potholes in Fairthorne Way	

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	<p>that were filled last year are back. Cllr Constance explained why the sweep and fill method was used even though it does not produce the best quality results. It was pointed out to Cllr Constance that large lorries use Fairthorne Way to access the rail depot at the end of Stainswick Lane. Cllr Constance noted this.</p> <p>b) 20/04 (19/248 - 19/204 - 19/189) – To consider the 75th Anniversary of VE day on 8th May 2020. Cllr Lloyd reported that there is a meeting to discuss VJ day. Cllr Pratt reported that a play is being produced to commemorate VE day. He asked whether the Parish Council would be prepared to contribute toward the production costs. To be discussed at the next O&FWG. Cllr Hand reported that the Fete Committee had decided that it would not be practical to combine the Sports Festival with the VE day celebrations on 8th May. Cllrs Hand and Bartle to discuss.</p> <p>c) 20/04 (19/248 - 19/232) – Letter to Cllr Constance. This was discussed in minute 20/18 a) above.</p> <p>d) 20/04 (19/264) – Bus Shelter by Allotments. Cllr Hand reported that the S106 funding has still not been received. It has been confirmed that planning permission will not be required. Cllr Lloyd reported that the quote for the larger bus shelter, set onto allotment land (owned by the Parish Council), which has been designated as a Local Green Space in the Neighbourhood Plan, was £6500 and the quote for smaller shelter set onto OCC Highways land was £3700. Cllr Constance confirmed that the grant funded paid from her Localities fund can be rolled over to the next financial year. Cllr Bartle summarised the situation; the Parish Council to decide whether to compromise the Neighbourhood Plan and choose the larger shelter or not. Discussion followed. Cllr Bartle proposed choosing the smaller shelter. Cllr Hand seconded. RESOLVED. There was one abstention from the vote.</p> <p>e) 20/11 – Manor Lane Issues. It was reported that the blue van which is parked near Manor Lane on the High Street, is legal so nothing can be done to move it. RB outlined the problems at Manor Lane. OCC have quoted £3120 to obtain the necessary permissions to install yellow lines; lining and signing will be extra. A resident has suggested that S106 money could be used to pay for this, but there is no S106 money available for this type of project. RB pointed out that even if funds were available there would be a problem with enforcement. Cllr Coffey suggested implementing parking charges. A discussion followed on Civil Parking enforcement, which is not yet available in the District. It was agreed that the Parish Council would write to the school Headmistress asking that letters be sent to staff and parents about the parking issues. RB to draft a letter.</p> <p>f) Waste Bin in the Churchyard. Nothing to report.</p>	<p style="text-align: center;">LJ/JJ/RB/JL</p> <p style="text-align: center;">RB/CH</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">JL/CH</p> <p style="text-align: center;">RB</p>
20/29	<p>PUBLIC REPRESENTATION No members of the public present.</p>	
20/30	<p>COUNTY COUNCILLORS REPORT Cllr Constance reported there will be a consultation on the new Local Transport Plan strategy. There will be a section within this on the A420.</p>	

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	<p>Cllr Constance highlighted the importance of returning the A420 to the status of a Local Road. She urged the Parish Council to support this. The new OCC budget will include a Safety Fund. The first spend will be to deal with the eastern end of the dual carriageway at Kingston Bagpuize.</p> <p>Cllr Constance was thanked for attending.</p>	
20/31	<p>DISTRICT COUNCILLORS REPORT</p> <p>Cllrs Ware reported:</p> <ul style="list-style-type: none"> a) The Climate Emergency Advisory Committee - met for over 3 hours on 28 January and discussed the Oxfordshire Electric Vehicle Infrastructure Steering Group and the appointment of a Councillor to represent the Council, the Year One Work Programme, Forward Programme and Car Park Fees and Charges. The last item was debated at the exclusion of the press and public. This Committee will make recommendations to the Vale Cabinet. The next meeting will be held on 30 March 2020. b) Cabinet Meeting – The February meeting has been arranged for Monday 3 February. There is a long agenda which includes Affordable Housing & Oxfordshire Growth Deal, Neighbourhood Planning Funding, the budget 2020/21 and Capital Programme 2024/25 – details are on the Vale website. The Cabinet will make recommendations to the full Council which will meet on 12 and 19 February. The second meeting is necessary as Thames Valley Police are not meeting until 14 February to set their precept. Once received the Vale Council will be in a position to complete its budget and set Council Tax for the forthcoming year. c) Planning – The Vale has published an update on Planning Policy which is a useful document and all Town and Parish Councils will have received a copy. d) Land off Station Road – Elaine has written to the Head of Planning and is awaiting a response. e) Recycling – A number of waste enforcement events have been arranged during February and March. The nearest to Shrivenham will be held on 28 February between 1100hrs and 1300hrs at The Beacon in Wantage. The Vale Recycling Team are supporting the Sustainable Shrivenham event which will be held on Saturday 28 March 2020. f) Defence Academy – The Station Commander has arranged for the Local Liaison Group to meet on 17 March. It has been almost three years since this group last met. g) Neighbourhood Action Group – the next meeting will be held on Thursday 6 February. <p>A further report will be sent after the Council has met on 19 February 2020.</p> <p>Cllr Ware was thanked for attending.</p>	
20/32	<p>CLIMATE EMERGENCY ACTIONS</p> <p>Cllr Watson reported that he had attended the Sustainable Shrivenham meeting which was all about Electric Vehicles.</p>	BW/CF/SC

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	Cllr Bartle proposed that the Parish Council establish a Climate Emergency Working Group and asked for volunteers. Cllrs Farrelly and Coffey volunteered. Cllr Day stated that he hoped to volunteer in the future.	
20/33	<p>CHAIRMAN'S ANNOUNCEMENTS</p> <p>a) IT Upgrade. The hard drive on the server is full, but the installation of two new drives failed due to the configuration of the machine which is approx.. 10 years old. It was agreed at the O&FWG to proceed with the purchase of a new server. The decision was made in order to take advantage a £640 discount which expired on 3rd February. The decision was ratified. Proposed Cllr Bartle, Seconded Cllr Hand. RESOLVED.</p> <p>b) Clancy Docwra parking. Although permission to park in the Memorial Hall car park was refused, it was agreed that Clancy Docwra vehicles could use the Martens Road car park. It was noted that there were two Thames Water vehicles in the Memorial Hall car park today. Cllr Bartle to discuss with the Project Manager.</p> <p>c) SSE works on Vicarage Lane. Cllr Bartle has complained to SSE about the mud on the road and the state of the verges in Vicarage Lane as a result of the SSE works. Cllr Bartle to contact the Project Manager.</p>	<p style="text-align: center;">RB</p> <p style="text-align: center;">RB</p>
20/34	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>Minutes of the O&F Working Group – The draft minutes of the O&F Working Group held on 28th January were not available. Cllr Bartle reported that everything discussed at that meeting is on the agenda for this meeting.</p>	
20/35	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) Application for a Street Trading license for a Fish and Chip Van in Martens Road Car Park. The proposal is for 3.5 hours trading. The matter was discussed at the O&FWG, who suggested a 3 month trial run. Cllr Ware reported that she had reservations, as did Thames Valley Police. Cllr Lloyd expresses concern about litter. CH proposed allowing a three month trial. Cllr Pratt seconded. RESOLVED. The meeting decided overwhelmingly against charging for the use of the car park. Clerk to respond to the consultation.</p>	Clerk
20/36	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>None.</p>	
20/37	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – December 2019 – The reports were presented and approved. They had previously been signed at the O&FWG. Proposed: Cllr Bartle, Seconded: Cllr Hand. RESOLVED.</p> <p>b) January Payments – Cllr Bartle proposed ratifying the payments which had been approved at the O&FWG. Cllr Hand seconded. RESOLVED. The payments list was signed.</p>	

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	<p>c) Request for Donation from the South and Vale Citizen's Advice. The Charity supported 36 people from the Parish in the last year. A donation of £50 was proposed by Cllr Bartle and seconded by Cllr Pratt, RESOLVED.</p>	
<p>20/38</p>	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P19/V3282/HH - 19 Stainswick Lane. Erection of a two-storey side and single-storey rear extension. The Parish Council objected to this application on the grounds of overlooking. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.</p> <p>b) P20/V0007/HH – 2 Salop Close. Erection of two-storey side extension. The Parish Council had no objection to this application. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p> <p>c) P20/V0095/HH – 7 Berens Road. Erection of a gazebo in rear garden. The Parish Council had no objection to this application. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p> <p>d) P20/V0147/HH – 8 Stainswick Lane. Proposed demolition of single storey front extension and replacement with two storey front extension. Minor internal remodelling and fenestration changes. Re-finsihing of existing facade materials. The Parish Council had no objection to this application. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED.</p> <p>PLANNING MATTERS – DECISIONS</p> <p>e) P19/V3216/FUL - Beckett Lodge. A public museum open to visitors, housing artefacts owned by the Armed Forces Chaplaincy Centre. The museum contains the following accommodation arranged over a single storey: Exhibition space, Reception and Entrance Area, AV suite, WC Facilities and Plant Room. The scheme also comprises an integrated hard and soft landscaping scheme with a footbridge crossing Bower Brook. Awaiting determination.</p> <p>f) P19/V2162/FUL - Land at North of Shrivenham Highworth Road. Variation of condition 1 (approved Plans) of application P18/V0862/RM. As amended by plans JSL2882_501C, JSL2882_502C, JSL2882_503C, JSL2882_504E, JSL2882_505E, JSL2882_506C, JSL2882_507C, JSL2882_508C, JSL2882_509C and updated Residential Travel plan submitted on 22 August 2018. Amended plans dated 21st November. Permission granted.</p> <p>g) S/OUT/17/1990 - Great Stall East - Land South Of The A420, South Marston. Outline planning application (with means of access to the A420 not reserved for up to 1,700 homes; education provision including a 10 form entry secondary school and a 3 form entry primary school with attendant sports</p>	

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	<p>pitches; a sports hub and open space; a park and ride; a local centre up to 1,000sqm including classes A1, A2, A3, A4, A5 and D1 uses; public open space/green infrastructure; new informal and formal recreation spaces and the formation of two new accesses from the A420. Amended plans. Awaiting determination.</p> <p>PLANNING MATTERS – MAJOR DEVELOPMENTS L&G site, Highworth Road. Nothing further to report.</p>	
20/39	<p>LOCAL BUSINESS SECURITY CONSULTATION Cllr Farrelly reported that there had been no further response from local businesses.</p>	CLOSED
20/40	<p>COMMUNITY SPEEDWATCH This matter is discussed in minute reference 20/27 above.</p>	RB
20/41	<p>NEIGHBOURHOOD PLAN UPDATE The Vale has booked the Memorial Hall on 26th March for the Neighbourhood Plan referendum. This will be approved by the Vale on 6th February. Further details will be provided after that date.</p>	BW/Clerk
20/42	<p>S106/CIL FUNDING No progress to report.</p>	CH
20/43	<p>COMMUNITY ART PROJECT Cllr Jenkins had previously circulated the final proposals for the community art. A meeting is to be arranged with OCC Highways to discuss the locations, which are all on Highways land. Cllr Bartle stated that he was very pleased with the proposals and thanked Cllr Jenkins for her work to date.</p>	LJ
20/44	<p>REPORT ON ENVIRONMENTAL MATTERS a) Allotments. Cllr Lloyd reported that the first meeting of the Allotment Association had been held. b) Annual Litter pick. This will be held on 4th April starting at 9am.</p>	
20/45	<p>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA. None.</p>	
20/46	<p>DATE OF NEXT MEETING Monday 2nd March at 7pm. Cllr Ware gave her apologies.</p>	

The meeting closed at 8.55pm