

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 1st February 2021 at 7pm

Held remotely on Zoom

Present: Cllr Richard Bartle, Chair (RB), Cllr Julia Jones (JJ), Cllr Stu Coffey (SC), Cllr David Pratt (DP), Cllr Bjorn Watson (BW), Cllr Lucy Brown (LB), Cllr Gerard Pearson (GP)

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance (YC)

District Councillors: Cllr Elaine Ware (EW), Cllr Simon Howell (SH)

Public: Prospective Councillor Mr C Taylor, Mrs P Hockley

21/26	APOLOGIES FOR ABSENCE Cllrs Jenkins and Farrelly.	Action:
21/27	DECLARATIONS OF INTEREST None	
21/28	MINUTES OF THE MEETING HELD ON 5th JANUARY 2021 The minutes of the Parish Council meetings held 5 th January were approved. Proposed: Cllr Watson, Seconded: Cllr Pratt. RESOLVED. The minutes were signed.	
21/29	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 21/04 (20/288 - 20/262 - 20/230 - 20/195 - 20/160 - 20/138 - 20/113 - 20/78 - 20/50 - 20/28 - 20/04 - 19/248 - 19/225 - 19/204 - 19/182 - 19/159 - 19/145) – Road Surface on B4000. No progress. Cllr Constance noted that the matter had been reported but there was not date for the work. b) 21/04 (20/288 - 20/262 - 20/230 - 20/195 - 20/160 - 20/138 - 20/113 - 20/78 - 20/66) – School involvement with the local community. No report. c) 21/04 (20/288 - 20/270) New Website regulations. Nothing to report. d) 21/05 - Speed bumps and streetlights on Townsend Road. The additional streetlight had been removed. Contractors were still working in the area. It was thought that the speed bump issue had been resolved. This was to be checked. e) 21/11 - Townsend Road Milestone. Cllr Jones reported that the milestone had been restored. f) 21/14 - Government Grant Scheme for Business. No progress	YC LJ Clerk CLOSED CF
21/30	PUBLIC REPRESENTATION Nothing was raised.	
21/31	COUNTY COUNCILLORS REPORT Cllr Constance had sent a written report which was circulated. At the meeting she reported: a) The information about the Vaccination programme at the Kassam Stadium was not really relevant to Shrivenham, whose residents would go to Steam in Swindon.	

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	<p>b) COVID rates in Oxfordshire are coming down. The Vale has the second lowest rate in the County. There have been 768 deaths in Oxfordshire.</p> <p>c) The OCC budget was to go before full Council next week. The main budget was to increase by 1.99% with an additional 1% for adult social care.</p> <p>d) The Winter Support Grant was open for applications.</p> <p>e) The Local Transport Vision Statement Consultation would open in March. The focus would be on public transport.</p> <p>f) The Home Library Service had been very effective and they were looking for more volunteers. Interested parties should email homelibraryservice@oxon.gov.uk</p> <p>g) The speed limit on Majors Road was to be reduced from 60mph to 40mph within Longcot and 50mph elsewhere.</p> <p>Cllr Constance was thanked for attending.</p>	
21/32	<p>DISTRICT COUNCILLORS REPORT</p> <p>Cllrs Ware and Howell sent a written report which had been circulated. They also reported that</p> <p>a) COVID rates were coming down in the Vale.</p> <p>b) There was no further information on the resumption of the Garden Waste Service. Cllr Howell expressed concern over the lack of communication on this.</p> <p>c) Civil Parking Enforcement was ongoing. Awaiting delegated powers from the Government.</p> <p>d) The next full council meeting was on 11th February. This will set the budget and the council tax for the next financial year.</p> <p>e) Swindon Borough Council (SBC) and OCC were meeting regularly to consider the impact of construction of the A420.</p> <p>Cllr Coffey asked what was being worked toward at these meetings. Cllr Ware stated the aim was to ensure that SBC understood the impact of development in the Borough on the whole length of the road, right into Oxford. There would also be discussions on the Oxford-Cambridge arc. Cllr Ware agreed to check a checklist of discussion points from Cllr Constance.</p> <p>Cllrs Ware and Howell were thanked for attending.</p>	EW
21/33	<p>COMMUNITY RESILIENCE</p> <p>There was not much to report. The team was still in place. Vaccinations were continuing at the Steam Museum in Swindon.</p>	
21/34	<p>CLIMATE EMERGENCY ACTIONS</p> <p>Cllr Watson reported that Sustainable Shrivenham were making progress with the Telephone Kiosk on the High Street. They had also been in discussion with the Coop about using the old bank building as a Community Hub. Cllr Watson had attended an ONPA meeting about the Climate Emergency. Once the Neighbourhood Plan had been made, it will be necessary to look at amending it in the context of emerging climate legislation.</p>	BW
21/35	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Remote Meeting legislation. The Government had no plans to extend the legislation permitting remote Council meetings. NALC was lobbying them over this</p>	

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21/36	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>Minutes of the O&F Working Group – The minutes of the O&F Working Group held on 26th January had been previously circulated. Most of the matters discussed were on the agenda for this meeting. The following matters were reported:</p> <ul style="list-style-type: none"> a) Due to the lack of income for the Hall it had been decided to suspend staff cross charging to VBT for January. This was to be reconsidered on a month by month basis. b) It was unclear whether the VAS on Townsend Road was still working. It could not be checked until the temporary traffic lights were removed. 	
21/37	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <ul style="list-style-type: none"> a) Permission for a food take-away service to operate from Martens Road car park. The applicant had confirmed that the take-away service would be on a pre-order basis and would operate on one or two days per week between 17.30 and 20.00. Collection would be at pre-determined times to minimise the risk of people congregating. A street trading licence was to be applied for once the catering unit had been completed and inspected by EHO. Compostable and recycled containers would be used for the food. All refuse, if any, would be removed from site. Some produce may be sourced from the applicant's allotment and all other produce would be locally sourced. Cllr Brown pointed out that it was not permissible to sell allotment produce. Clerk to check the regulations. Cllr Howell was concerned that it could set a dangerous precedent and could be detrimental to traders in the High Street. It was agreed to defer a decision until the street trading licence had been obtained. The applicant was to be asked to come to a meeting and address the Council directly. 	Clerk
21/38	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>None.</p>	
21/39	<p>FINANCIAL MATTERS</p> <ul style="list-style-type: none"> a) Finance Reports – December 2020. The reports were presented and approved. They had previously been signed at the O&FWG. No issues had been raised. Proposed: Cllr Bartle, seconded: Cllr Coffey RESOLVED. b) January Payments – Cllr Pratt proposed ratifying the payments which had been approved at the O&FWG. Cllr Coffey seconded. RESOLVED. 	

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21/40	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P20/V3243/HH - Sandhill House, Highworth Road. Erection of two storey side extension. The Parish Council had no objections.</p> <p>b) P20/V3307/HH - 6 Highworth Road. Single Storey front extension, new render, remove existing chimney stack and remove existing front dormer. There was some discussion on removal of chimney, but it was agreed that this was not a planning matter. The Parish Council had no objections.</p> <p>c) P21/V0101/PDH - 19 Damson Trees. Proposed single storey rear extension. Depth: 6.10m Height: 4.00m Height to eaves 2.50m. Permitted Development application. For information only.</p>	
21/41	<p>PLANNING MATTERS – DECISIONS</p> <p>a) S/20/1528 - Land East of The A419, Between Commonhead Roundabout And Land North of Wanborough Road, Swindon. Variation of conditions 3 - 7, 9, 11, 12, 14, 15, 17 - 22, 24 and 26 from previous permission S/19/0703 for the construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) development including improvements to the existing Commonhead Roundabout and Pack Hill, new junctions with Pack Hill, The Marsh and Wanborough Road, new footway/cycleway and associated earthworks, drainage works and landscaping. Awaiting determination.</p> <p>b) P20/V2974/HH - Mews Cottage, 22 Hazels Lane. Proposed first floor extension over existing ground floor to create an extra bedroom. Awaiting determination.</p> <p>c) P20/V2893/HH - 37 Station Road. Single storey extension to the rear of the existing utility room. The utility room has a flat roof and the proposal is to match this and extend 3m from the back. The width of the extension will roughly match that of the utility room (3.35m). Total area approximately 10m². Brickwork, new window and back door to match the existing house. Awaiting determination.</p> <p>d) P20/V2125/FUL - April Cottage, 39 Stallpits Road. Development of five 1.5 Storey dwellings to the rear of April Cottage. Amended plans had been received which reduced the number of houses from 5 to 4 including 2 bungalows. The Parish Council maintained its objection to the application on the grounds that there was no local need. Awaiting determination. The application had been called to the Vale Planning Committee. The Case Officer had recommended approval. Cllr Bartle to speak at the Planning Committee meeting, emphasising the Parish Council's continued objection to the application.</p> <p>e) P20/V1279/FUL - Land at Townsend Road. Redevelopment of the site to provide 10 new dwellings (a net gain of 9 units) and associated parking, gardens,</p>	

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	<p>access improvements and landscaping, following the demolition of the existing workshops and bungalow. Amended plans had been received. There were some design changes but no significant difference. No local need was demonstrated and the reasons why the site could not be used for employment were flawed. The Parish Council maintained its objection. Awaiting determination. Cllr Ware reported that the Vale had commissioned a viability report and this was likely to take some time.</p>	
21/42	<p>PLANNING MATTERS – MAJOR DEVELOPMENTS a) Cala site, Highworth Road. There was no update available.</p>	
21/43	<p>COMMUNITY SPEEDWATCH Cllr Pearson reported that he had not yet followed up on volunteers but would do so in time for the next meeting. There may soon be a solution to the problem of equipment. Cllr Ware and Cllr Pearson to discuss at the next NAG meeting.</p>	GP/EW
21/44	<p>UPDATE ON THE SPORTS PAVILION Cllr Watson reported that a favourable report had been sent to the Vale Cabinet. It would be heard on Wednesday and ratified at the full council meeting the following week. A pre-contract meeting had been arranged with the contractor and the architect for 24th February to discuss the start of construction.</p>	BW
21/45	<p>S106/CIL FUNDING A few new S106 payments had been received from the Bovis development. Cllr Howell noted that new applications for release of S106 funds had been suspended due to COVID.</p>	BW
21/46	<p>COMMUNITY ART PROJECT Cllr Jenkins had circulated information regarding acceptance of conditions which were:</p> <ol style="list-style-type: none"> a) That the Parish Council would own the structure b) That details of the design/construction would be agreed by OCC Highways before work commenced. c) That the design of the structure would not differ from that approved. d) That any alterations or damage to utilities services caused during the installation would be paid for by the Parish Council. e) That the structure would present no risk to the public and would be kept in good repair. f) That the structure would be secure and reasonably resistant to vandalism. g) That the Parish Council accepted responsibility for the structure and its maintenance. h) That the structure would be removed at any time if so requested by OCC. i) That the Parish Council held public liability of £10million for any one claim or incident. <p>In her report Cllr Jenkins confirmed that there would be no impact on utilities as a result of the installation. The Clerk confirmed that the Parish Council held the necessary Public Liability insurance.</p>	LJ

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	It was agreed to accept the conditions. Proposed Cllr Coffey, Seconded Cllr Pearson. RESOLVED.	
21/47	<p>ALLOTMENTS REPORT Cllr Jones reported that there were only 2 vacant plots. A fence was to be installed behind the new bus stop along with some hedging. Awaiting funds for this. Plot 46 had been tidied up and rotavated. The tenant did not want it to be sprayed. The Parish Council would not be spraying the surrounding plots but tenants could spray their own plots if they wanted to. Cllr Watson did not believe that there were any unoccupied plots that had mares tail present.</p> <p>a) Water Tanks. Awaiting a quote for repairs to the tanks. Cllr Bartle questioned why there were tanks instead of standpipes. Cllr Watson to investigate.</p>	<p>JJ</p> <p>BW</p>
21/48	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>a) Rights of Way. New signs had been installed at the Pennyhooks footpath diversion. It was not clear whether signs had been installed on the golf course.</p> <p>b) Countryfile Challenge. There had been no progress on the application. Cllr Watson felt that if a response was not received by the end of February then we would probably not get the trees. Cllr Pratt reported that he had some saplings available. Cllr Bartle suggested trying to get Shrivenham on Countryfile.</p> <p>c) Tuckmill Meadows SSSI. Cllr Bartle reported that he had received two reports on the SSSI, from Dominic Lamb (Vale) and from Natural England. The Vale was actively seeking a long-term solution to the management of the site. They had visited on 14 occasions since BBOWT left, looking at fencing and tree safety. Tree safety would need to be reassessed soon. The Natural England report was unfavourable, stating that the site was declining and needs immediate work. Cllr Bartle was to address the Vale on this matter at the next full council meeting. Cllr Watson reported that he and Cllr Ware had met with Dominic Lamb and the Vale Head of Property. The issues with the site were discussed. There was no question of the Parish Council taking on responsibility for the management of the site. A number of options were discussed which will involve the creation of a Community Group to share in the work on site, and will also involve landowners. It was considered urgent that cattle were brought onto the site in order to address some of the issues. A local landowner had been approached and had expressed interest. Dominic Lamb was to discuss this further and would also arrange for the necessary work to fencing and trees. Cllr Ware pointed out that a grazing licence was required and the Community Group could not work on the site until a management agreement had been developed. This was likely to take some time as staff at the Vale had been diverted to work on COVID support. Cllr Pratt pointed out that cattle could only be on site until the end of March, after which they</p>	<p>CLOSED</p> <p>BW</p> <p>EW</p> <p>RB/BW/EW</p>

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	could not return until the autumn. Cllr Bartle to liaise with all interested parties prior to addressing the Vale. d) Longcot Road Footpath. There had been no progress. Cllr Ware noted that this was an OCC problem and agreed to liaise with Cllr Jones on the matter.	JJ/EW
21/49	ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA. a) NAG. Cllr Pearson asked whether anyone had any matters to be taken to the NAG. There had been no response from villagers. Cllr Bartle to put in the next edition of Parish Jottings. b) Neighbourhood Plan. Cllr Coffey suggested that work on the Neighbourhood Plan should begin immediately. Cllr Watson explained why this was not practical.	RB
21/50	DATE OF NEXT MEETING Monday 1 st March 2021 at 7pm on Zoom.	

The meeting closed at 20.23