

SHRIVENHAM PARISH COUNCIL

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

Held remotely on Zoom

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

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance (YC)

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

Public: Mr C Taylor, Mrs S Day, Mr M Mulligan

21/51	APOLOGIES FOR ABSENCE Cllr Farrelly.	Action:
21/52	DECLARATIONS OF INTEREST None	
21/53	MINUTES OF THE MEETING HELD ON 1st FEBRUARY 2021 The minutes of the Parish Council meetings held 1 st February were approved. Proposed: Cllr Pearson, Seconded: Cllr Watson. RESOLVED. The minutes were signed.	
21/54	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 21/29 (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 reported that the budget for 2021 had been allocated, so this work would be done in 2022. b) 21/29 (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. Nothing to report. c) 21/29 (21/04 - 20/288 - 20/270) New Website regulations. A report had been received. There were no major issues with the website. A statement of compliance to be placed on the website. d) 21/29 (21/05) - Speed bumps and streetlights on Townsend Road. To speed bumps had been installed but the issue with the lights had been resolved. Cllr Constance agreed to establish what was happening with the speed bumps. A problem had been reported with the VAS. This was booked in for repair. e) 21/29 (21/14) - Government Grant Scheme for Business. No report.	CLOSED LJ CLOSED YC CF
21/55	PUBLIC REPRESENTATION a) The Red Cabin. Mr Mulligan outlined his plans to sell home made gourmet food from The Red Cabin. The enterprise was to be environmentally friendly, and the menu was to be different to other establishments in the village. Trading would take place after many of the other venues had closed. Mr Mulligan noted that the business already had a great deal of support on social media. Cllr Pratt asked whether a street trading licence had been applied for.	

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	<p>Mr Mulligan replied that the vehicle had to be completed before this could be done as the Vale needed photographs. It was noted that all the food would be pre-ordered online with a timeslot for collection. Examples of the type of food was provided. There was to be no fast food such as burgers or chips. There was no pricing available. Mr Mulligan was thanked for attending.</p> <p>b) Applicants for co-option. Mr Taylor and Mrs Day addressed the Council outlining their reasons for applying to be co-opted. They were thanked for attending.</p>	
<p>21/56</p>	<p>COUNTY COUNCILLORS REPORT Cllr Constance had sent a written report which was circulated. At the meeting she reported:</p> <ul style="list-style-type: none"> a) The active travel plans aimed to reduce pollution and congestion across the County. b) It was expected that 20mph speed limits would be offered to communities under the new administration. c) There were high levels of COVID vaccination in Oxfordshire. The Vaccine outreach programme was being targeted at those who have refused so far. d) A testing programme had been set up for key workers. <p>Cllr Constance was thanked for attending.</p>	
<p>21/57</p>	<p>DISTRICT COUNCILLORS REPORT Cllrs Ware and Howell sent a written report which had been circulated. They also reported that</p> <ul style="list-style-type: none"> a) There was the possibility of a joint local plan with SODC. Cllr Ware to discuss with Cllr Bartle. b) Concern had been raised with Swindon Borough Council over three planning applications on Highworth Road for 50, 80 and 250 dwellings. These would cause congestion in Highworth and potentially increase traffic in Shrivenham and Watchfield. The status of the application was not yet determined. Highworth Town Council were objecting to the application. Cllr Bartle asked to speak with Highworth Town Council. c) The Vale Communications Team continued to provide regular updated regarding COVID. d) Vale staff were still working from home and communication was to be by email rather than telephone. e) A COVID testing centre had been set up at The Beacon in Wantage to provide rapid testing for public facing workers and volunteers who were not displaying symptoms. f) The next Climate Emergency Advisory Committee was scheduled for 19th April. g) The Vale and SODC had raised more that £240,000 for newt conservation. h) A partnership had been set up with Oxfordshire Greentech to assist in getting the Vale and South Oxfordshire carbon neutral. i) The consultation on the County Council's Local Transport and Connectivity plan was open until 29th March. j) Garden waste collections had resumed on 15th February and Biffa were confident that they would meet the contractual 20 collections per year. 	

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	<p>k) Civil Parking enforcement was awaiting confirmation from Government of the delegation powers.</p> <p>l) The Full Council meeting on 10th February resolved to approve the 20 is plenty campaign, It was hoped that more roads would benefit from a reduction in speed limits over the coming years.</p> <p>m) The 2021 census was to take place on 21st March. It was to be primarily online.</p> <p>Cllrs Ware and Howell were thanked for attending.</p>	
21/58	<p>COMMUNITY RESILIENCE</p> <p>It was reported that the team continued to work well. The Methodist Church had approached the team regarding a food bank but it was felt that this was not required as there is one in Faringdon. The team were also helping out with COVID vaccinations.</p>	
21/59	<p>CLIMATE EMERGENCY ACTIONS</p> <p>Cllr Watson reported that Sustainable Shrivenham's book swap scheme in the telephone kiosk on the High Street was up and running. A Sustainable Living event was planned for June. Their theme for the year was to reduce single use plastics.</p>	BW
21/60	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Anonymous complaints. Two anonymous complaints had been received about the allotments. It was noted that the Parish Council would not respond to anonymous complaints. Cllr Bartle to put a note in the Parish Jottings.</p> <p>b) PTR Meeting. John Lloyd had attended the PTR meeting on behalf of the Parish Council. He had reported that the meeting was mostly concerned with funding for local transport services.</p> <p>c) Vandalism. There had been several incidents of vandalism recently. Most of them were in the Recreation Ground, but there had been one incident where church magazines had been set on fire. Cllr Pearson to take the matter to the next NAG meeting.</p>	RB GP
21/61	<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 25th February were not available. Cllr Bartle reported that everything that had been discussed was on the agenda for this meeting.</p>	
21/62	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>a) Consultation on speed limit amendments in the area. The consultation ran until 12th March. The most important change was the extension of the 30mph speed limit on Longcot Road. It was agreed to support the change. Proposed LB, Seconded SC. RESOLVED.</p> <p>b) Return to face to face meetings. The legislation permitting virtual meetings expires on 7th May, but due to the public nature of Parish Council meetings, it would not be possible, under the current roadmap guidelines, to hold a face to face meeting until after 21st June. Cllr Howell suggested asking Democratic Services for advice. A decision on the way forward to be made in April.</p> <p>c) Annual Assembly. It was agreed that the Annual Assembly would be held on Zoom on 21st April. The meeting will consist of a report</p>	Clerk

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	<p>to the village on the past year and plans for the future. Proposed, Cllr Bartle, Second, Cllr Pratt. RESOLVED.</p> <p>d) Protocol for the death of a Senior Public Figure. Cllr Bartle proposed an online book of condolences. It was anticipated that the Church would hold an event and the Chair would attend. Cllr Bartle to contact the Vicar.</p> <p>e) Consultation of the Local Transport and Connectivity Plan. Cllr Bartle had responded as an individual and urged all other Councillors to do likewise.</p>	<p>RB</p> <p>All Cllrs</p>
21/63	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>Cllr Jones had attended a Village Halls meeting. Funding and wi-fi connectivity had been discussed along with safeguarding policies and EV charging points. Issues with travellers had also been covered.</p>	
21/64	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – January 2021. The reports were presented and approved. They had previously been signed at the O&FWG. No issues had been raised. Proposed: Cllr Jones, seconded: Cllr Coffey RESOLVED.</p> <p>b) February Payments – Cllr Jones proposed ratifying the payments which had been approved at the O&FWG. Cllr Coffey seconded. RESOLVED.</p> <p>c) 2021/22 Budget allocations. The budget allocations were approved. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.</p> <p>d) Acceptance of CIL funds. It was agreed that the CIL funds were to be automatically transferred to the Parish Council. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.</p>	
21/65	<p>ANNUAL GOVERNANCE REVIEWS</p> <p>a) General Risk Assessment (including Financial Risk Assessment). This had been circulated to the Parish Council. Councillors were to be appointed to carry out regular inspections of Council assets. Clerk to contact councillors seeking volunteers. Cllr Brown suggested carrying out a monthly inspection of unoccupied allotment plots and volunteered to carry this out. The risk assessment was adopted. Proposed Cllr Watson, Seconded Cllr Coffey. RESOLVED. Cllr Brown also volunteered to assist in the review of the Risk Assessment next year.</p> <p>b) Standing Orders. The changes made since the last review were outlined. The Standing Orders were adopted. Proposed Cllr Pearson, Seconded Cllr Pratt. RESOLVED.</p> <p>c) Financial Regulations. The changes made since the last review were outlined. The Financial Regulations were adopted. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.</p>	<p>Clerk</p> <p>LB</p>

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21/66	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P20/V0143/HH - 1 Sandhill. Demolition of single storey office and utility room. Erection of single storey side extension, rear extension and front porch. The Parish Council had no objections.</p> <p>b) P21/V0166/HH - 17 Curtis Close. Replace existing conservatory. The Parish Council had no objections.</p> <p>c) P21/V0266/HH - 19 Damson Trees. Replacement garage and garden shed. The Parish Council had no objections.</p> <p>d) P20/V1887/FUL - Land to the west of Longcot Road. Amended landscape plans. The Parish Council had no objections.</p> <p>e) P20/V2974/HH - Mews Cottage, 22 Hazell's Lane. Amended plans removing the proposed first floor extension. The Parish Council had no objections.</p> <p>f) P20/V2907/FUL - Faringdon Road. New build sports facility on a secure defence academy campus. To be installed on brown field site to the north of the café & chat. The Parish Council had no objections.</p> <p>All motions proposed Cllr Watson, Seconded Cllr Bartle. All RESOLVED.</p>	
21/67	<p>PLANNING MATTERS – DECISIONS</p> <p>a) P20/V3243/HH - Sandhill House, Highworth Road. Erection of two storey side extension. Permission granted.</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. Awaiting determination.</p> <p>c) 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>d) 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>e) 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</p>	

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	<p>approximately 10m2. Brickwork, new window and back door to match the existing house. Permission granted.</p> <p>f) 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. Permission granted. Cllr Bartle had attended the planning committee meeting at the Vale. He was concerned that the Vale were looking for windfall development sites, and by comments that the housing allocations in the Local Plan were 'a minimum'. Cllr Bartle was planning to write to the Planning policy team asking for clarification. Cllr Jenkins reported that residents did not feel that with decision was satisfactory. Cllrs Jenkins and Bartle to discuss.</p> <p>g) 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, 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 new plans had just been submitted. Cllr Ware to review and discuss with Cllr Bartle.</p>	<p style="text-align: center;">RB/LJ</p> <p style="text-align: center;">EW/RB</p>
21/68	<p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>a) Cala site, Highworth Road. Enabling work was to be carried out for the roundabout on the A420. Hedge trimming was to be carried out; an ecologist was to work with the developers on this.</p>	
21/69	<p>COMMUNITY SPEEDWATCH</p> <p>Cllr Pearson reported that the Police had identified new equipment to be used for public speed monitoring. There were also proposals to nationally record speed violations. It was yet to be specified how the Parish Council would work with the new proposals, but it was felt that Parish Councils would not have to pay for using the equipment. Ten out of the 12 original volunteers had agreed to participate in the renewed programme.</p>	<p style="text-align: center;">GP</p>
21/70	<p>UPDATE ON THE SPORTS PAVILION</p> <p>Cllr Watson reported that the application for S106 funds had been approved. The contract with the developer had been signed. Construction would start on 26th April and complete on 2nd December. The main issue during construction would be the closure of the hall car park to the public. Access details were to be discussed with the contractor and the architect.</p>	<p style="text-align: center;">BW</p>
21/71	<p>S106/CIL FUNDING</p>	

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	Cllr Watson reported that the Vale were not currently accepting new S106 applications. Cala had agreed to bring forward their S106 payment for the Sports Pavilion. Cllr Coffey enquired about MUGA funds; there had been no update. He also asked whether CIL could use used for the MUGA. Cllr Watson to look into this.	BW
21/72	COMMUNITY ART PROJECT Cllr Jenkins reported that the application for the funds was due shortly, The artist had kept the cost the same. Awaiting confirmation from OCC Highways regarding utilities at the installation sites. It was hoped that work would start toward the end of the summer.	LJ
21/73	ALLOTMENTS REPORT Cllr Jones reported that there were only 3 vacant plots; one was behind the bus stop and would be difficult to let until the fence was installed. a) Water Tanks. A quote had been received to replace two of the tanks. This was approved. Proposed Cllr Watson, Seconded Cllr Bartle. RESOLVED.	JJ
21/74	REPORT ON ENVIRONMENTAL MATTERS a) Countryfile Challenge. The application for the trees had been approved. The trees would be arriving between 19 th and 26 th April. The school was to assist in planting them and volunteers were to be called for nearer the time. They were to be planted in Coppidthorne Meadow. b) Tuckmill Meadows SSSI. Cllr Bartle reported that he had addressed the Vale on this matter and had not received a reply. He was to follow this up. c) Longcot Road Footpath. It was reported that the path had dried out and made wider.	BW RB CLOSED
21/75	ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA. a) Church Land. Cllr Pratt suggested that the Council consider whether to approach the Church about Glebe land being made available for social housing. b) Social Media. Cllr Brown questioned the Parish Council's social media presence. Cllr Jenkins pointed out that there was a FB page. Cllrs Jenkins and Brown to discuss. c) Changes to the NPPF. The consultation closes at the end of March. To be reviewed.	Clerk (agenda) LB/LJ Planning Committee
21/76	DATE OF NEXT MEETING Tuesday 4 th April 2021 at 7pm on Zoom.	

The meeting closed at 20.35