

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Monday 7th February 2022 at 7pm

In the Main Hall at the Memorial Hall

Present: Cllr Richard Bartle, Chair (RB), Cllr Stuart Coffey (SC), Cllr Liz Jenkins (LJ), Cllr Julia Jones (JJ), Cllr Bjorn Watson (BW), Cllr Bob Sheldon (RS), Cllr Chris Taylor (CT)

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance (YC)

District Councillors: Cllr Elaine Ware (EW)

Public: 1 Member of the Public

22/06	APOLOGIES FOR ABSENCE Cllrs Pratt, Farrelly, Pearson and Brown. District Cllr Howell.	Action:
22/07	DECLARATIONS OF INTEREST None.	
22/08	MINUTES OF THE MEETING HELD ON 6th DECEMBER 2021 AND 19TH JANUARY 2022 The minutes of the Parish Council meeting held on 6 th December 2021 were approved. Proposed Cllr Jenkins, Seconded Cllr Jones. RESOLVED. The minutes of the Parish Council meeting held on 19 th January 2022 were approved. Proposed: Cllr Sheldon, Seconded: Cllr Jones. RESOLVED. Both sets of minutes were signed.	
22/09	MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 21/228 (21/208 - 21/175 - 21/151 - 21/126 - 21/80 - 21/54 - 21/29 - 21/05) - Speed bumps and streetlights on Townsend Road. Cllr Constance reported that there was still no decision on the speedhumps. This may be waiting of the determination on the Townsend Road planning application. Consideration was being given to a 'build out' instead of humps. Cllr Ware felt that this solution would not be as effective. b) 21/236 - To consider ideas for the telephone kiosk on Stallpits Road - The defibrillator in the kiosk will be moved to the new pavilion. Sustainable Shrivenham requested permission to turn it into another Community Library. Permission want granted. Proposed Cllr Watson, Seconded Cllr Jones. RESOLVED.	YC CLOSED
22/10	PUBLIC REPRESENTATION The member of the public did not want to speak.	
22/11	COUNTY COUNCILLORS REPORT Cllr Constance had sent a written report which had been circulated to all Councillors. At the meeting she reported that: a) The OCC CEO was leaving. b) OCC had agreed that their portion of the Council Tax would rise by 4.99%. c) OCC are planning to take out a loan for unspecified projects. Residents will eventually have to pay for this. d) The Oxfordshire Local Transport and Connectivity Strategy was out for consultation. It was available on the OCC website. Everyone was encouraged to respond.	

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	<p>e) There had been some success regarding traffic issues on Highworth Bridge.</p> <p>f) There was no news on the 20MPH scheme, however the OCC borrowing included £8m to pay for this. She was to challenge this.</p> <p>Cllr Coffey asked for an update on NEV. Cllr Constance reported that there had been no progress but there was a meeting with Swindon Borough Council on 8th February. She commented on the potential traffic issues resulting from the new houses being developed in Swindon.</p> <p>Cllr Watson asked for some background on the departure of the CEO. Cllr Constance felt it might have been political.</p> <p>Cllr Constance was thanked for attending.</p>	
<p>22/12</p>	<p>DISTRICT COUNCILLORS REPORT</p> <p>Cllr Ware had sent a written report which had been circulated to all Councillors. At the meeting she reported that</p> <p>a) The S106 funding for the MUGA had been approved.</p> <p>b) The briefing on the Local Transport plan for Vale Councillors had been cancelled. A new date was awaited.</p> <p>c) The Gladman planning application was due for a decision on 11th February. The other application on Townsend Road was awaiting further information from the applicant. The CCG and OCC Highways had objected to both applications.</p> <p>d) Proposals for changes to car parking charges had been approved and were due for ratification on 16th February.</p> <p>e) The NEV meeting with the leader of Swindon Borough Council was due to take place on 8th February. The intention was to highlight the impact that Swindon expansion is having on the whole of the A420. It was hoped that regular meetings would be established to discuss this matter.</p> <p>f) Another 1553 new dwellings had been approved near Blunsdon, with a further 200 near the old Motorola site. Swindon Borough Council did not have a 5-year housing land supply, hence many speculative applications.</p> <p>Cllr Coffey noted that a major problem with the Local Transport Plan was that it did not include plans for rail travel.</p> <p>Cllr Ware was thanked for attending.</p>	
<p>22/13</p>	<p>CLIMATE EMERGENCY ACTIONS</p> <p>Cllr Watson reported that the Sustainable Hub (the old bank) had a target date of the end of March for the handover. A meeting was to be held on 11th February to discuss what needed to be done to meet this deadline. Plans had been drawn up and electricians were scheduled to fix the electrics. The contractors for the new school had produced a consultation document for the new school but this was not sent to the Parish Council. It was stated that sustainability was a key priority for the school. Air source heat pumps and solar panels had been included in the design along with two EV charging points. Some school facilities could be made available for community use. Rainwater harvesting and the development of the habitat were still to be determined. Cllr Enright had offered to meet the group to discuss concerns over traffic safety.</p> <p>Cllr Bartle asked to attend the meeting. Cllr Sheldon asked for a copy</p>	<p>BW</p>

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	of the consultation. Cllr Watson to circulate. Cllr Jenkins pointed out that it had been made available on Next Door.	
22/14	<p>ROAD SAFETY AND SUSTAINABILITY</p> <p>a) Solar powered street lights. Cllr Taylor reported that he had investigated the cost of solar powered street lights, but more information was required before a reasonable estimate could be achieved. It was noted that the solar powered street lights in Watchfield were on MOD land, and the OCC would have to make a decision for general street lighting.</p> <p>b) 20 MPH Speed limit. A survey was to be sent to village shops and put out on social media to gauge support for the scheme. Cllr Taylor suggested there would be more coverage with an online petition. Clerk to set this up. Cllr Taylor noted that a trial was ongoing in Wallingford but it was unclear what would happen beyond that. He felt that the Parish Council would have to pay for signage.</p> <p>c) Local Transport Plan consultation. Cllr Sheldon had reviewed the main document and attended the webinar. The latter was just an elaboration of the main plan but had a good Q&A session. A transport consultant had raised an issue about the hierarchy which had walking at the top and cars at the bottom. He also felt that the plan had been developed the wrong way round - asking people what they wanted after the plan had been produced. Cllr Sheldon felt that the only two sensible things in the plan were transport hubs and the proposed freight consolidation points. He noted that much of the required detail was to be decided later. The whole plan was very woolly. There was no information on where the funding would come from. Cllr Sheldon had the response questionnaire which he was to complete then circulate for review.</p>	<p style="text-align: center;">CLOSED (?)</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">RS</p>
22/15	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Graffiti cleaning. Cllr Bartle praised the efforts of Claire Winfield who had cleaned up all the graffiti around the village. He had congratulated her and offered to reimburse her costs which she refused. She saw it as a charitable donation to the village. Cllr Bartle formally recorded the Parish Council's thanks for her work.</p> <p>b) Bin Emptying at Cross Trees Park. The Parish Council had been asked if we would be prepared to empty the bins at Cross Trees Park and how much we would charge. It was agreed that this would require further discussion at the next meeting.</p> <p>c) Village Dinner. The village dinner had been cancelled due to covid and it was looking unlikely that an event would be held later in the year. The wine had already been purchased and Cllr Bartle suggested that it was offered for sale to Councillors as cost price. Proposed Cllr Bartle, Seconded Cllr Coffey. Cllr Bartle and Mrs Frape to send out a list of the wine available along with the prices.</p>	<p style="text-align: center;">RB/LF</p>
22/16	<p>TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND WORKING GROUPS</p> <p>a) Minutes of the O&F Committee – The minutes of the O&F Committee held on 12th January had been circulated. This meeting had been held in lieu of the January Parish Council</p>	

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	<p>meeting which had been cancelled due to Covid restrictions. Cllr Bartle reported that most of the items discussed were on the agenda for the current meeting. Those which were not were:</p> <ul style="list-style-type: none"> i. Mobile SID. It was hoped that OCC would pay for the installation of the posts if the Parish Council purchased the SID. Cllr Bartle noted that funds would not be available for this project in the next year and suggested giving consideration to crowdfunding. Cllr Jones volunteered to look into this. <u>Afternote:</u> after further consideration it was decided to investigate grant funding instead. ii. Grass cutting contract for 2022. Although there had been some issues with the current contractor it had been agreed to reappoint them for 2022 and to look for alternative suppliers early in the new financial year. <p>b) Minutes of the Planning committee - The minutes of the Planning Committee meeting held on 12th January had been circulated. Cllr Jones reported on the applications that had been discussed and asked for ratification of the decisions made. Cllr Watson proposed ratifying the decisions, Cllr Coffey seconded. RESOLVED.</p>	
22/17	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <ul style="list-style-type: none"> a) Update on Epipens. Cllr Bartle had followed up this idea and discovered that Epipens were only available on prescription. b) Email about Defibrillators. An email had been circulated advising that all defibrillators had to be registered on The Circuit before they were visible to the Emergency Services. This had been checked and it had been confirmed that although our defibrillators were registered with a different service, they were known to the Emergency Services. 	CLOSED
22/18	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <ul style="list-style-type: none"> a) Local Transport Plan webinar. This was covered in minute reference 22/14 c. above. 	
22/19	<p>FINANCIAL MATTERS</p> <ul style="list-style-type: none"> a) Finance Reports – December 2021. The reports were presented and approved. No issues had been raised. Proposed: Cllr Watson, seconded: Cllr Jenkins. RESOLVED. b) January Payments – The payments were approved. Proposed Cllr Watson, Seconded Cllr Jenkins. RESOLVED. c) Ratification of O&F payments for June, July and August 2021 and January 2022. The payments were reviewed and ratified. Proposed Cllr Taylor, Seconded Cllr Bartle. RESOLVED. 	
22/20	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <ul style="list-style-type: none"> a) P22/V0213/HH - 14A Fairthorne Way. Single Storey extension. It was noted that this was a resubmission of the application that had been approved on appeal 8 years ago. There were no objections. Proposed Cllr Bartle, Seconded Cllr Coffey. RESOLVED. 	

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22/21	<p>PLANNING MATTERS - APPLICATIONS RECEIVED SINCE THE PUBLICATION OF THE AGENDA</p> <p>None.</p>	
22/22	<p>PLANNING MATTERS – DECISIONS</p> <p>a) P21/V3263/HH and P21/3265/LB - 7 Longcot Road. Open a doorway between the cottage sitting room into the kitchen extension and close off the existing doorway. Awaiting determination.</p> <p>b) P21/V3251/HH - 5 Salop Close. Porch extension and garage door alteration to front facade. Awaiting determination.</p> <p>c) P22/V0012/LDP - 16 Damson Trees. Permitted development enquiry for pitched roof dormer to side to create WC. Awaiting determination</p> <p>d) P21/V2765/FUL - Elm Tree Surgery 24A High Street. Place a retractable awning on side wall of building over door way. Amendment - tree report. Awaiting determination/.</p> <p>e) P21/V3201/FUL - 62 and 64 High Street. Conversion to a total of four 1-bed flats, with rear extensions, a rear canopy, altered windows and doors, and re-rendering of external walls. Provision of six parking space. Awaiting determination.</p> <p>f) P21/V3325/HH - 4 Catherine Close. Demolition of single storey garage and erection of two storey side extension. Granted.</p> <p>g) P21/V3142/HH - 6 Martens Close. Single Storey Rear infill extension. Granted</p> <p>h) P21/V2950/HH - 13 Fairthorne Way. Conversion of existing loft space into habitable accommodation by adding a rear dormer window and changing the hip end to a gable end. Demolition of two single storey rear extensions and erection of one single storey rear extension. Addition of two rooflights to front and new windows and door opening to side elevation. Granted.</p> <p>i) P21/V2854/HH - 5 Highworth Road. Single storey front and rear extension. Permission granted.</p> <p>j) P21/V2925/LB - May Tree Cottage, Manor Lane. Update existing front porch. Permission granted.</p> <p>k) P21/V2808/O - Land off Townsend Road. Outline planning application for the erection of up to 100 dwellings (including 35% affordable housing) with public open space, landscaping and sustainable drainage system (SuDS) and a vehicular access point. All matters reserved. Awaiting determination.</p> <p>l) P21/V0773/RM - Land North of Highworth Road. Reserved Matters following Outline Permission (P15/V2541/O) for appearance, landscaping, layout and scale for a development of 275 dwellings along with associated public open space and other associated highways works. Additional drainage information received 11th October. Awaiting determination.</p>	

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	<p>m) P21/V2264/FUL - Land at Townsend Road. Demolition of existing structures and construction of Entry Level Exception Site comprising 26 no. one, two and three bedroom affordable dwellings, vehicular and pedestrian accesses, internal access road, resident and visitor parking, pumping station, landscaping and public open space, boundary treatment and associated works. Awaiting determination.</p> <p>n) P21/V1217/RM - Land at Highworth Road. Reserved Matters following Outline Permission (P15/V2541/O) for appearance, layout and scale for the development of a retail unit up to 400 sqm and associated highways works. Awaiting determination.</p> <p>o) P21/V1220/RM - Land North of Highworth Road. Reserved Matters following Outline Permission (P15/V2541/O) for appearance, landscaping, layout and scale for a development of 151 dwellings and other associated highways works. Awaiting determination.</p>	
22/23	<p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>a) Cala site, Highworth Road. A meeting was held with Cala on 19th January. Cllr Watson was concerned about drainage into the SSSI. All the surface water from phase B was drained into a large pond next to Tuckmill Meadows and there were no figures for the runoff from this. Following receipt of reports from Cala's drainage engineer. Cllr Watson was satisfied that the discharge was no greater than greenfield runoff. The SUDS had been designed for a 100-year flood event. Progress of Phase B was also discussed. Bloor homes were to take over 151 of the 275 houses on Phase B. The houses were to be built to the same standards, layout and design as the original plans. The S278 agreement had been signed for the new roundabout and construction was planned to start in March. Some disruption on the A420 was to be expected. Cala was asked to consider the installation of a defibrillator on a new shop. The School site was to be handed over in March with the possibility that development would start in May. Cala was asked to improve the areas where their new footpath led into the village. They agreed to look at the one near Claypits Lane, but they would need to establish the ownership of the land. The Clerk had asked the Countryside Officer if he had any information the ownership. Cllr Watson to continue to pursue action on the other footpath leading to the recreation ground. Cllr Bartle had also mentioned the road crossing issue, but was not hopeful of any action from Cala.</p>	BW
22/24	<p>SCHOOL LIAISON</p> <p>Cllr Taylor reported that a meeting had been held about the new school with another due at the start of April. Things had moved forward on</p>	CT/LJ

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	<p>sustainability, and he felt that the situation was much improved. There had been an issue with staffing levels at school due to Covid. Cllr Coffey asked if there were plans for the old school site. Cllr Bartle noted that the Parish Council had previously had discussions with the Trust for accommodation for the elderly, but the Trust had more commercial ideas. Cllr Taylor noted that the sale of the site would help fund the new school. There may need to be covenants on the use of the land.</p>	
22/25	<p>COMMUNITY SPEEDWATCH Cllr Pearson reported by email that he had asked Neil Platten to attend the Parish Council meeting, but he had not. Cllr Bartle felt that no progress was being made and agreed to chase Cllr Pearson and Neil Platten about the matter.</p>	GP/RB
22/26	<p>S106/CIL FUNDING Cllr Watson reported that funds for the MUGA had been authorised and sent to the Vale Legal Department to prepare a third party funding agreement. A decision was required on whether to engage a solicitor to review this or whether it could be done in house. Clerk to ask the Vale whether a solicitor was a requirement.</p>	BW/Clerk
22/27	<p>COMMUNITY ART PROJECT It was reported that the costs for the footings had increased significantly. Having discussed this with OCC they agreed to pay 50% of the cost of the footings which meant that the project could move forward. Once the funds had been received the first payment would be made to the artist.</p> <p>a) Agreement to the terms. The terms of the S106 agreement in the letter dated 7th July 2021 were read out and agreed. Proposed Cllr Bartle, Seconded Cllr Sheldon. RESOLVED.</p> <p>b) Acceptance of the funding. It was agreed to accept the funding award of £19,100 and to bridge any shortfall in funding. Proposed Cllr Coffey, Seconded Cllr Sheldon. RESOLVED.</p>	LJ/Clerk
22/28	<p>ALLOTMENTS REPORT No update was available.</p> <p>a) Sycamore Tree. Mrs Frape reported that a tree surgeon had been appointed to cut back the tree. The work was to be carried out within the next two weeks.</p>	LB CLOSED
22/29	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>a) Tuckmill Meadows SSSI. There was an active group which met on Sunday and Monday mornings to continue the clearing of the meadow and the fen. A meeting had been held with Dominic Lamb who was pleased with the progress being made. A meeting with the Vale was still awaited. This was important in order to allow the release of S106 funding for maintenance of the site.</p> <p>b) Waste Bin for Coppidthorne Meadow and Canal Park. Cllr Watson felt that a decision on this matter could not be made at the moment. He asked to Parish Council to consider whether a bin near the kissing gate was desirable. If so, the village handyman would need to empty it. The Canal Trust would pay for a bin in the car park and ask the Vale to empty it.</p>	BW

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	<p>c) Tree Planting in verges. A meeting had been held with Andy Lederer. He had given advice, had indicated where trees could be planted, and which species would be appropriate. Cllr Watson had hoped that some funds would be available but on further investigation it had become clear that there was not. Cllr Bartle asked about the Queen's Jubilee Fund. This was a match funded scheme and the Parish Council would need to raise £5000 which would not be possible.</p> <p>d) Trees in Manor Close. Residents were concerned about the fungal disease that had affected trees in the area. Andy Lederer was to inspect them. The land was owned by OCC to the Parish Council was not able to take any action.</p>	
22/30	ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA. None.	
22/31	DATE OF NEXT MEETING Monday 7 th March 2022 at 7pm in the Main Hall.	

The meeting closed at 20.50