

SHRIVENHAM PARISH COUNCIL

Minutes of meeting held on Tuesday 4th May 2021 at 7pm

Held remotely on Zoom

Present: Cllr Richard Bartle, Chair (RB), Cllr Julia Jones (JJ), Cllr Chris Taylor (CT), Cllr Connor Farrelly (CF), Cllr Gerard Pearson (GP), Cllr Bjorn Watson (BW), Cllr David Pratt (DP), Cllr Liz Jenkins (LJ), Cllr Lucy Brown (LB),

In Attendance: Julia Evans, Lyn Frape

County Councillor: Cllr Yvonne Constance (YC)

District Councillors:

Public: Mr R Sheldon

21/103	APPOINTMENT OF CHAIRMAN Cllr Bartle was nominated. Proposed Cllr Pratt, Seconded Cllr Pearson. RESOLVED. Cllr Bartle signed the Declaration of Acceptance of Office.	Action:
21/104	APPOINTMENT OF VICE-CHAIRMAN Cllr Pratt was nominated. Proposed Cllr Bartle, Seconded Cllr Jenkins. RESOLVED.	
21/105	APPOINTMENT OF THE ORGANISATION & FINANCE COMMITTEE Six members were required. Cllrs Bartle, Watson, Pratt, Jones, Pearson and Coffey were nominated. Proposed Cllr Taylor, Seconded Cllr Brown. RESOLVED.	
21/106	APPOINTMENT OF THE PERSONNEL COMMITTEE Four members were required. Cllrs Bartle, Watson, Pratt and Jones were nominated. Proposed Cllr Pearson, Seconded Cllr Taylor. RESOLVED.	
21/107	APPOINTMENT OF THE DISCIPLINARY AND GRIEVANCE COMMITTEE. Four members were required. Cllrs Bartle, Watson, Pratt and Jones were nominated. Proposed Cllr Bartle, Seconded Cllr Pearson. RESOLVED.	
21/108	APPOINTMENT OF PLANNING COMMITTEE Six members were required. Cllrs Bartle, Watson, Jones, Pratt, Taylor and Jenkins were nominated. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.	
21/109	APPOINTMENT OF COMMUNITY ART WORKING GROUP Two members were required. Cllrs Jenkins and Jones were nominated. Proposed Cllr Pratt, Seconded Cllr Bartle. RESOLVED.	
21/110	APPOINTMENT OF MEMBER WITH RESPONSIBILITY FOR FINANCE Cllr Bartle was nominated, Proposed Cllr Pratt, Seconded Cllr Jenkins. RESOLVED.	
21/111	APPOINTMENT OF MEMBERS WITH RESPONSIBILITY FOR THE ENVIRONMENT. Two members were required. Cllrs Pratt and Brown were nominated. Proposed Cllr Jones, Seconded Cllr Taylor. RESOLVED.	
21/112	APPOINTMENT OF PUBLIC TRANSPORT REPRESENTATIVE Mr John Lloyd had confirmed that he would be happy to continue in his role as Public Transport Representative. The meeting approved his appointment.	

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21/113	<p>APPOINTMENT OF DEFIBRILLATOR GUARDIAN Mr John Lloyd had confirmed that he would be happy to continue in his role as Defibrillator Guardian. The meeting approved his appointment. Mr Lloyd was thanked for agreeing to continue in these two important roles.</p>	
21/114	<p>APPOINTMENT OF EMERGENCY PLANNING OFFICER The Hall Manager was nominated. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.</p>	
21/115	<p>APPOINTMENT OF NEIGHBOURHOOD PLAN STEERING GROUP. Two members were required. Cllrs Watson and Farrelly were nominated. Proposed Cllr Bartle, Seconded Cllr Pratt. RESOLVED.</p>	
21/116	<p>APPOINTMENT OF MEMBERS WITH RESPONSIBILITY FOR THE ALLOTMENTS. Two members were required. Cllr Brown was nominated with one vacancy. Proposed Cllr Bartle, Seconded Cllr Farrelly. RESOLVED.</p>	
21/117	<p>APPOINTMENT OF MEMBERS WITH RESPONSIBILITY FOR CLIMATE EMERGENCY Two members were required. Cllrs Watson and Coffey were nominated. Proposed Cllr Bartle, Seconded Cllr Jones. RESOLVED.</p>	
21/118	<p>APPOINTMENT OF MEMBER WITH RESPONSIBILITY FOR BUSINESS LIAISON. Cllr Farrelly was nominated. Proposed Cllr Bartle, Seconded Cllr Jenkins. RESOLVED.</p>	
21/119	<p>APPOINTMENT OF MEMBERS WITH RESPONSIBILITY FOR SCHOOL LIAISON. Two members were required. Cllrs Jenkins and Taylor were nominated. Proposed Cllr Pratt, Seconded Cllr Jones. RESOLVED.</p>	
21/120	<p>APPOINTMENT OF MEMBERS WITH RESPONSIBILITY FOR SOCIAL MEDIA. Two members were required. Cllrs Jenkins and Brown were nominated. Proposed Cllr Pratt, Seconded Cllr Bartle. RESOLVED.</p>	
21/121	<p>GENERAL POWER OF COMPETENCE. To be eligible the Parish Council needed a qualified Clerk and eight elected members. Only six members were elected therefore the Parish Council ceased to be eligible to hold the power.</p>	
21/122	<p>COUNCIL MEETING DATES FOR 2021/22 It was agreed to continue to meet on the first Monday of every month or the next working day if the Monday was a Bank Holiday.</p>	
21/123	<p>APOLOGIES FOR ABSENCE Cllr Coffey and District Cllrs Ware and Howell.</p>	
21/124	<p>DECLARATIONS OF INTEREST None.</p>	
21/125	<p>MINUTES OF THE MEETING HELD ON 6TH APRIL 2021 The minutes of the Parish Council meetings held 6th April were approved subject to a minor amendment. Proposed: Cllr Brown, Seconded: Cllr Pratt. RESOLVED. The minutes were signed.</p>	
21/126	<p>MATTERS ARISING FROM LAST MEETING NOT ITEMISED ON THE AGENDA a) 21/80 (21/54 - 21/29 - 21/04 - 20/288 - 20/262 - 20/230 - 20/195 - 20/160 - 20/138 - 20/113 - 20/78 - 20/66) – School involvement</p>	LJ

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	<p>with the local community. Nothing to report. The next Governors meeting was to be held on 24th May.</p> <p>b) 21/80 (21/54 - 21/29 - 21/05) - Speed bumps and streetlights on Townsend Road. Cllr Constance reported that the matter was still being considered. The issue was where the speed bumps and streetlights should be placed.</p> <p>c) 21/80 (21/29 - 21/14) - Government Grant Scheme for Business. Cllr Farrelly reported that there had been no progress. Clerk to send information on the business support grants available.</p> <p>d) 21/80 (21/62 - Plans for the return to face to face meetings. Legislation permitting remote meetings ended on 7th May and the court case challenging this had failed. Therefore, the Parish Council was to revert to the decision made at the April meeting and the next meeting of the Parish Council would be Monday 6th September at 7.15pm in the Main Hall.</p> <p style="padding-left: 20px;">i. Delegated powers. The Planning Committee was given delegated powers to respond to planning applications on behalf of the Parish Council. The Organisation and Finance Committee was given delegated powers to approve payments and accounts and to make any other financial decisions on behalf of the Parish Council. Both sets of delegated powers were to be in place until the next full council meeting. Proposed Cllr Bartle, Seconded Cllr Pearson. RESOLVED.</p> <p>e) 21/94 - Affordable Housing on Church land. A letter had been sent to the Diocesan Glebe Committee. No response received.</p>	<p>YC</p> <p>CF/Clerk</p> <p>CLOSED</p> <p>DP</p>
21/127	<p>PUBLIC REPRESENTATION Mr Sheldon outlined by he would like to join the Parish Council.</p>	
21/128	<p>CONFIDENTIAL SESSION. Mr Sheldon returned to the meeting and was informed that his application for co-option had been successful. The Declaration of Acceptance of Office form was signed.</p> <p>Mr Sheldon was nominated as the second member with responsibility for the allotments. Proposed Cllr Bartle, Seconded Cllr Brown. RESOLVED.</p>	
21/129	<p>COUNTY COUNCILLORS REPORT Cllr Constance had sent a written report which had been circulated. At the meeting she reported that work would commence on the new roundabout on the A420 on 24th May. It was agreed that between now and September Cllr Constance would send monthly reports via the Clerk. Cllr Bartle thanked Cllr Constance for her work in the community over the past four years. Cllr Constance was thanked for attending.</p>	
21/130	<p>DISTRICT COUNCILLORS REPORT Cllr Ware had informed the Clerk that a report would be sent later in the month.</p>	EW
21/131	<p>COMMUNITY RESILIENCE Nothing to report.</p>	
21/132	<p>CLIMATE EMERGENCY ACTIONS</p>	

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	Cllr Watson reported that a meeting had been held with Sustainable Shrivenham and the Coop at the old bank. The plan for Sustainable Shrivenham to take on the building had been put on hold while the Coop assessed their properties in the area, which was likely to take 4-5 weeks. The facilities offered by the building were extensive and it would be an asset to the village if the plans were to proceed. Cllr Watson reported that Sustainable Shrivenham had developed a business plan and felt that the venture would be viable.	BW
21/133	<p>CHAIRMAN'S ANNOUNCEMENTS.</p> <p>a) Councillors contact details. All Councillors were asked to share their contact details so that the contact sheet could be updated. Clerk to collate them.</p> <p>b) CIL Public enquiry. A public enquiry into proposed changes to CIL charging was scheduled for 27th May. Anyone wishing to attend was to contact the Clerk for the link.</p> <p>c) Overnight road closure on the High Street. This was scheduled for 19th-23rd July inclusive between the hours of 8pm and 6am.</p>	<p>All Cllrs/Clerk</p> <p>All Cllrs</p>
21/134	<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 27th April had been circulated. Cllr Bartle reported everything that had been discussed was on the agenda for this meeting.</p>	
21/135	<p>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE COUNCIL</p> <p>Nothing to report.</p>	
21/136	<p>TO RECEIVE REPORTS FROM COUNCILLORS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL</p> <p>None.</p>	
21/137	<p>FINANCIAL MATTERS</p> <p>a) Finance Reports – March 2021. The reports were presented and approved. They had previously been signed at the O&FWG. No issues had been raised. Proposed: Cllr Taylor, seconded: Cllr Farrelly. RESOLVED. The balance sheet was also approved. Proposed Cllr Pratt, Seconded Cllr Brown. RESOLVED.</p> <p>b) April Payments – Cllr Taylor proposed ratifying the payments which had been approved at the O&FWG. Cllr Pearson seconded. RESOLVED.</p> <p>c) Internal Audit report. The internal audit report for 2020/21 was presented. No issues had been raised and the auditor had signed the relevant page of the AGAR. The report was acknowledged.</p> <p>d) Annual Governance Statement for 2020/21. Cllr Bartle read out all the statements and recommended that Yes be ticked for all of them. It was noted that the Internal Auditor had agreed with this recommendation. The Annual Governance statement was agreed. Proposed Cllr Pratt, Seconded Cllr Brown. RESOLVED.</p> <p>e) Annual Accounting Statement for 2020/21. It was noted that the statement had been checked by the Internal Auditor and that the figures were correct. The Annual Accounting Statement was agreed. Proposed Cllr Pratt, Seconded Cllr Brown. RESOLVED.</p>	

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	<p>Cllr Bartle thanked Lyn Frape and the Clerk for their work on the finances over the year.</p>	
21/138	<p>PLANNING MATTERS - NEW APPLICATIONS</p> <p>a) P21/V0100/FUL - Savernake Brake, Longcot Road. Amended plans for the change of use for the siting of a single shepherd's hut. It was noted that there were lots of objections from the Vale. The Parish Council had no objections.</p> <p>b) P20/V2974/HH - Mews Cottage, 22 Hazells Lane. Amended plans a proposed rear extension. The Parish Council had no objections.</p> <p>c) 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. Response due by 7th May. The Parish Council had no objections.</p> <p>d) P21/V0460/FUL - 18 Sandhill. Erection of new 3 bed house to the side of the existing house and a double garage to the rear. Response due by 8th May. The Parish Council objected to this 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, access improvements and landscaping, following the demolition of the existing workshops and bungalow. Amended plans received. Response due by 7th May. The Parish Council continued to object.</p> <p>It was proposed to accept the Planning Committee's recommendation as noted above. Proposed Cllr Bartle, Seconded Cllr Taylor. RESOLVED.</p>	
21/139	<p>PLANNING MATTERS – DECISIONS</p> <p>a) P21/V0445/FUL - Beckett Cottage, 25 Park Avenue. Demolition of lean-to garage and removal of two small lengths of stone boundary wall. Erection of two storey dwelling and single storey garage/workshop in the garden of Beckett Cottage. Awaiting determination.</p> <p>b) P21/V0489/LDP - 4 Trajan Avenue. Construction of an Edwardian Style conservatory to the rear of the property. For information only. <u>Afternote: This application had been withdrawn and a new planning application submitted.</u></p> <p>c) P21/V0503/O - Land to the North East of Swiss Cottage Faringdon Road. Outline application for the provision of 5</p>	

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	<p>Self-Build and/or Custom Housebuilding plots, with all matters reserved except for access from Faringdon Road. Awaiting determination. <u>Afternote: amended plans had been received.</u></p> <p>d) P21/V0371/FUL - The Wharf, Station Road. Change of use from agricultural to sui generis mixed use, including the use of the workshop building for light fabrication/metal work, use of remainder of the smallholding for the seasonal sale of Christmas trees, breeding poultry and growing/distributing produce locally. Awaiting determination.</p> <p>e) P21/V0618/HH - 19 Colton Road. Demolition of existing garage, entrance porch, dining room, conservatory, carport and store. Remodelling and repurposing existing bedrooms, kitchen, bathroom and hobby room. Erection of new single storey extension comprising kitchen, dining, lounge, utility and play room. Awaiting determination.</p> <p>f) P21/V0696/FUL - Broadleaze Farm, Longcot Road. Retrospective application for rebuilding of demolished traditional agricultural barn for use as single dwelling (C3) together with associated works. Refused.</p> <p>g) P21/V0226/HH - 19 Damson Trees. Replacement garage and garden shed. Awaiting determination.</p> <p>h) 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. Awaiting determination.</p> <p>i) SP20/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.</p>	
21/140	<p>PLANNING MATTERS – MAJOR DEVELOPMENTS</p> <p>a) Cala site, Highworth Road. Work on the new roundabout was due to start at the end of May. The reserved matters application had been submitted for phase 2 for 275 units. It was noted that some of the designs were unusual.</p>	
21/141	<p>COMMUNITY SPEEDWATCH</p> <p>Cllr Pearson reported that he had chased Matthew Barber for details of the rollout of the new equipment. The reply was that comment could not be made due to purdah.</p>	GP

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21/142	<p>S106/CIL FUNDING The Vale S106 team were back in operation. There was no further funding available for the MUGA at the moment, but there was some funding for Tuckmill Meadows. It was not clear how this could be accessed.</p>	BW
21/143	<p>COMMUNITY ART PROJECT Cllr Jenkins reported that the application for funding had been submitted and she was awaiting a response. She was also waiting to hear whether there would be additional funding available from Highworth Road phase 2.</p>	LJ
21/144	<p>ALLOTMENTS REPORT Cllr Brown reported that all the allotment plots had been taken. There had been a vacancy due to an eviction, but this had already been filled. There were two people on the waiting list. The spring inspection had been carried out; there were to be a few 'nudges' but otherwise everything was in good condition. Discussion were underway for a new webpage of the Parish Council website dedicated to the allotments.</p>	LB
21/145	<p>REPORT ON ENVIRONMENTAL MATTERS</p> <p>a) Countryfile Challenge. All the trees had been planted in Coppidthorne Meadow with the assistance of the school. The Teachers at the school were thanked for their help, as was Nan Pratt, John Lloyd and Gordon Hughes. The challenge had been accomplished and Cllr Watson will contact Countryfile to let them know. A rota had been established to ensure proper watering of the new trees.</p> <p>b) Tuckmill Meadows SSSI. There had been a little progress with the establishment of 'Friends of Tuckmill'. A bank account was being opened. A meeting had been scheduled with BBOWT for advice. It was reported that there was a substantial amount of S106 funding for Tuckmill. Investigations on how to access it were ongoing.</p> <p>c) Stocks Island. Cllr Watson had asked a landscape gardener for suggestions on how to improve the area and a quote for the work. The cost was far too high. Cllr Watson had asked the gardening club if they would help but had received no response. Cllr Pratt to take this forward.</p>	BW DP DP
21/146	<p>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA. Cllr Jenkins raised the issue of traffic speed on Highworth Road and asked what could be done. Cllr Bartle suggested that Speedwatch would be a useful tool and there was the potential '20's plenty' initiative from the County Council. It was agreed that a meeting should be set up with OCC Highways and selected Councillors to look into this.</p>	Clerk
21/147	<p>DATE OF NEXT MEETING Monday 6th September at 7.15pm in the Main Hall.</p>	

The meeting closed at 20.24