**SHELLINGFORD PARISH MEETING**

**Minutes of Annual General Meeting on 24 August 2020 at The Community Hall**

1. *Welcome and Attendance*

Barry Moody, Chairman, welcomed nineteen residents to the meeting and requested that they sign the Attendance Record. Apologies for absence had been received from Imogen Jonas.

2. *Previous Meetings*

Minutes of the meeting on 29 October 2019 were reviewed and accepted as an accurate record without amendment. The Chairman signed these minutes.

3. *Matters Arising*

None arose.

4. *Nominations and Elections of Officials*

Barry Moody was nominated by Phil Chesterton and seconded by Peter Mattingley for the position of Chairman.

Roy Samways was nominated by Janine Rowe and seconded by Jennifer Thompson for the position of Clerk.

Sue Terry was nominated by Peter Mattingley and seconded by Jennie Chesterton for the position of Treasurer.

There were no other nominations and the meeting approved the election of the officers.

5. *County Council Report*

Councillor Anda Fitzgerald-O’Connor submitted an oral report.

The county council officers and councillors had issued a significantly revised budget due to the Covid-19 pandemic. Efforts continue to support businesses and individuals.

Anda responded to questions about the proposed culling of badgers in Oxfordshire and a recent proposal to use bus gates in Oxford which had not yet gone out for consultation.

Anda also noted that the Quarry Extension would be covered under item 8 on the agenda.

6. *District Council Report*

Councillor Nathan Boyd submitted an oral report and commented that this was the first actual parish meeting that he had attended since the Covid-19 pandemic had started.

The Community Covid-19 Outreach team had completed a great deal of work in trying to ensure all the Vale of White Horse vulnerable individuals were supported.

99 per cent of officers were working from home and there had been digital rather than actual planning meetings since March. The district council is finalising an emergency budget, that will involve expenditure cuts, for consideration in October or November.

The Government is considering significant changes to planning laws but Nathan advised that he would support Neighbourhood Plans and advised that work should continue on them.

A September update is expected on whether a Unitary Authority for Oxfordshire will be progressed.

The Thames Valley Chief Constable has stopped speed watch operations because of the need to use police resources elsewhere during the Covid-19 period. Nathan was asked to contact the NAG1 representative about when speed watch operations are likely to resume.

7. *Planning Applications*

The Clerk reported on applications since the last Parish Meeting.

A proposal to demolish grain silos at Church Farm had been approved in December 2019.

Permission to import sharp sand at Bowling Green Farm Sandpit had been granted by Oxfordshire County Council in January this year.

Two procedural applications have been approved for Shellingford Quarry in November and December 2019. These were to extend the processing and exportation of inert waste and the continued siting of plant at its current location. In both cases this extension was to 2044.

An application to extend mineral extraction on land to the west of Hatford Quarry had been approved at Oxfordshire County Council’s 1 June Committee meeting.

*8. Quarry Subcommittee Report*

The Clerk submitted an oral report.

A great deal of concern and numerous complaints had been made in December 2019 about the mud from the quarry on the A417. Oxfordshire County Council enforcement officers had visited the site and agreed mitigation measures with the operators. These included the installation of a new wheel spinner and a tarmac cover of the site access roads. All of this had been completed in spring this year and is expected to significantly improve the situation.

The Quarry Subcommittee had met to review several versions of both the Dust and Noise Management Plans that had been issued informally by the operator’s consultants and Oxfordshire County Council. A meeting was held in February with the case officer in order to explain the Subcommittee’s views on these Plans. Various changes were made as a result of these exchanges and It is now expected that Oxfordshire County Council’s Committee will be asked to approve these Plans in September.

One of the conditions imposed by Oxfordshire County Council was the establishment of a Local Liaison Group (to facilitate communications between the operator and the local community) prior to approval of commencement of operations. This group, which is chaired by Councillor Anda Fitzgerald-O’Connor, met for the first time on 9 July with Mike Wright and the Clerk representing Shellingford. A motion proposed by Jennie Chesterton and seconded by Julian Mellor to formally appoint Mike Wright and Roy Samways as the Parish Meeting representatives on the Local Liaison Group was approved.

The meeting passed a vote of thanks to Mike Wright, John Stammers and Roy Samways for their work regarding the quarry extension.

*9. Neighbourhood Plan Subcommittee Report*

The Chairman submitted an oral report.

The Subcommittee had met a Vale of White Horse officer, Deborah Bryson, who will assist in the preparation process for a Neighbourhood Plan. She had advised that a Parish Meeting, as opposed to a Parish Council, cannot instigate a Neighbourhood Plan. Therefore, the Subcommittee formed on 29 April 2019 was formally disbanded.

A Neighbourhood Forum, comprising in excess of the required 21 village residents, had been established in February. A Steering Group of the Neighbourhood Forum had met on 3 February to appoint officers and to discuss how to proceed. The Covid-19 pandemic had inevitably caused delays since then. However, three sets of documentation (terms of reference, constitution and geographic area covered) were being prepared for the next Steering Group meeting. It is planned to issue an opinion survey to all residents in the near future.

*10. Financial Report*

Sue Terry, Treasurer, submitted a Summary Receipts & Payments Account for the year ended 31 March 2020. Both these and the Accounting Statements for 2019/20 were signed by the Chairman.

The Treasurer reported that the current funds held were £8,545.

*11. Annual Governance and Accountability Return*

The Clerk explained that the statutory audit deadlines for 2019/20 had been extended due to the Covid-19 pandemic but only to 31 August 2020.

The Annual Internal Audit Report dated 20 July was noted.

The Annual Governance Statement and the Accounting Statements were approved by the meeting and then signed by the Chairman.

The Certificate of Exemption was approved by the meeting and signed by the Chairman.

The period for exercise of public rights was set to commence on 25 August and end on 6 October.

All of the above documents, plus a copy of the Summary Receipts & Payments Account for the year ended 31 March 2020 and contact details for any questions concerning them, will be displayed on the village noticeboard during the period for exercise of public rights.

*12. Community Hall Report*

Sue Terry explained how the Covid-19 operating regulations had been applied to the use and all users of the Community Hall.

*13. Parochial Church Council Report*

St Faith’s church had been closed until recently. Services are currently permitted but only with the use of face masks for all those present, except the minister, and the observance of social distancing rules.

Sue Terry reminded the meeting attendees of the sponsored “Ride and Stride” around local churches on 12 September.

*14. Parish Footpath Warden*

Phil Chesterton had been fulfilling this role for between 45 and 50 years! He had (not unreasonably) decided to hand it over to someone else within the village. Phil was thanked for his prolonged commitment and dedication. He explained what was involved in this task and offered to help with any handover.

Janine Elton and Fiona O’Regan volunteered to be joint wardens. A motion proposed by Phil Chesterton and seconded by Julian Mellor to appoint them was approved.

*15. Any Other Business*

Jennie Chesterton explained the planting history of two crab apple trees near to the telephone box in Fernham Road. They were now considerably overgrown. A proposal to clear the undergrowth and possibly prune the trees was agreed. Expenditure of up to £100 was approved on a motion proposed by Jennie Chesterton and seconded by Jane Samways. Louise Mollo and Janine Elton volunteered to manage this work.

*16. Date of Next Meeting*

Planned for Monday 2 November 2020 at 19.30 in the Community Hall.