**SHELLINGFORD PARISH MEETING**

**Minutes of Annual General Meeting on 16 May 2022 at The Community Hall**

1. *Welcome and Attendance*

Fiona Wright, Chair, welcomed twenty three residents to the meeting. An Attendance Record was completed by those present. Apologies for absence had been received from Jennie Chesterton, Phil Chesterton, David Gantlett, Louise Mollo, Janice Sharp, Sue Terry and Jennifer Thompson.

The meeting noted with sadness the recent deaths of parish residents, Nicky Johnston, Susanna Johnston and Jane Stevens, who had all contributed greatly to helping the parish community.

2. *Previous Meetings*

Minutes of the meeting on 1 November 2021 were reviewed and accepted as an accurate record without amendment. The Chair signed these minutes.

Minutes of the extraordinary meeting on 7 February 2022 were reviewed. It was agreed that the word “...traffic...” should be replaced by “…street…” in line 3 paragraph 4 of point 3. The amended minutes were then accepted and the Chair signed these minutes.

3. *Matters Arising*

Imogen Jonas referred to the project to install servery and WC in St Faith’s church. She asked that everyone review and comment, if they wish, on the feasibility study and costings of options which were on display in the Community Hall.

The Shellingford Village Tea Party to celebrate the Queen’s Platinum Jubilee had been arranged for Sunday 5 June. Everyone, including any family members who happened to be in the village, were welcome to attend.

4. *Nominations and Elections of Officers*

Fiona Wright was nominated by Jane Samways and seconded by Janine Elton for the position of Chair.

Roy Samways was nominated by Christopher Price and seconded by Janine Rowe for the position of Clerk.

Sue Terry was nominated by Mike Wright and seconded by Susie Price for the position of Treasurer.

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

5. *County Council Report*

Roy Samways, Clerk, explained that a formal letter of complaint regarding non response to communication had been sent, by recorded delivery, on 10 November 2021 to our county councillor, Juliette Ash. She telephoned the Clerk on 7 December and had since then issued monthly reports by email and added the Chair to her WhatsApp group. She had been invited to attend this meeting but had not responded except for a brief message to the Chair thirty minutes before this meeting. She was not present.

6. *District Council Report*

Councillor Nathan Boyd submitted an oral report.

The district had been primarily involved for the last twelve months in dealing with the effects of Covid-19 and more recently, the rehousing of refugees, especially from Ukraine.

Various planning issues were of concern locally, in particular the possible mobile home site at Uffington, but not currently in Shellingford. The Joint Local Plan 2041 for South Oxfordshire and Vale of White Horse is open for comments until 27 June. Construction of a new roundabout on the A420 near Shrivenham had started.

Consideration is being given to a garden waste bin for every household.

The police are actively responding to reports of dangerous parking.

Changes to Parliamentary constituency boundaries, which would mean Shellingford and Stanford moving to Witney, are due to be decided in June.

Nathan responded to various questions from parishioners.

7. *Planning Applications*

The Clerk reported that there had been no new applications since the last Parish Meeting.

An appeal had been lodged by the applicant on 1 March against the refusal of the Permission in Principle application for the construction of up to four dwellings at Home Farm at the end of Church Street.

Andrew Gantlett had explained to the Clerk that the possibility of converting the eastern part of the existing quarry into a landscaped nature park with paths, viewing points and a café/interpretation centre was being considered. This was at a very early stage and if it progressed then the plans would be presented at an exhibition to the parish.

*8. Financial Report*

A Summary Receipts & Payments Account for the year ended 31 March 2022 was presented. Both these and the Accounting Statements for 2021/22 were approved and then signed by the Chair.

It was noted that the current funds held were £5,561.

*9. Annual Governance and Accountability Return*

The Annual Internal Audit Report dated 9 May was noted.

The Annual Governance Statement was approved by the meeting and then signed by the Chair.

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

The period for exercise of public rights was set to commence on 6 June and end on 15 July.

All of the documents referred to in points 8 and 9 plus contact details for any questions concerning them, will be displayed on the village noticeboard during the period for exercise of public rights.

*10. Traffic Calming Subcommittee Report*

The Chair reported that an online application had been made to Oxfordshire County Council requesting that the current 30 mph speed limit in Shellingford should be reduced to 20 mph (in accordance with the motion passed at the 7 February Extraordinary Parish Meeting).

All four members of the subcommittee had passed a new competency test that is required before official speed watch operations can start. As sites within the village had been approved and expenditure on a camera was approved at the 1 November Parish Meeting, the remaining problem concerned road signs warning about the use of a speed camera. The subcommittee preferred permanent signs which had been approved by Oxfordshire County Council, but did not know how long this would take. In anticipation of this event a motion to spend up to £150 on the purchase of two speed camera road signs was unanimously approved.

The Chair then explained the progress that had been made concerning a Speed Indicator Device (“SID”). This device captures data on the frequency, speed and time of day that a vehicle exceeds the speed limit. It is pole mounted and portable. Five possible sites for the poles, within the village, had been recommended for approval to Mark Francis, Oxfordshire County Council Highways Department. A quotation of £2,460 for one SID had been received. This would have to be separately insured for damage and theft.

A discussion ensued on whether the installation of a SID should proceed immediately or at a later date and whether the cost could be afforded.

Thanks were given to the subcommittee for their efforts to date.

A subsequent motion (held after consideration of point 12 below) to spend up to £2,500 on the purchase of a SID was approved by sixteen votes in favour to one against with two abstentions.

A subsequent motion (held after consideration of point 12 below) to spend up to £200 on insurance for a SID was approved by seventeen votes in favour to none against with two abstentions.

*11.* *Defibrillator Subcommittee Report*

A defibrillator had been installed in the telephone box on Fernham Road on 8 February and is fully operational. Awareness training for all had been held on 11 March. Regular monitoring and recording via an online web portal are carried out by the subcommittee.

A subsequent motion (held after consideration of point 12 below) to spend up to £140 on defibrillator parts replacements was approved by nineteen votes in favour to none against and no abstentions.

*12. Budget for the Parish*

The financial information spreadsheet available on the village website was reviewed. This budget was split between short and long term expenditure. The Chair and the Clerk explained that the intention was to enable parishioners to make a more informed decision concerning future levels of precept.

After a discussion the motions referred to above in points 10 and 11 were approved.

*13. Community Hall Report*

In the absence of Sue Terry, the Chair explained that substantial work was needed in the Community Hall to install window blinds, replace the fire alarm and redecorate. Whilst the school will fund a great deal of this, it was clear that the rental income of the Community Hall had to be increased. The committee will continue to work on this.

The Chair proposed that £200 per annum be donated to the Community Hall committee to assist with repairs. The motion was approved by ten votes in favour to four against with five abstentions.

*14. Neighbourhood Plan Report*

Mike Wright submitted an oral report.

Vale of White Horse District Council had approved a grant of funds to meet most of the costs of the advisors, Bluestone Planning. Good progress had been made in producing the various documents and it was planned to hold the next meeting on 26 May.

*15. General*

The School Headteacher’s Report was reviewed and particular note was made of the invitation to join the children at a picnic to celebrate the Queen’s Platinum Jubilee. An appeal for people to listen to the children read was also noted.

The Quarry Local Liaison Group had met on 18 November and 4 May. These meetings were supposed to be chaired by our County Councillor but she had not attended.

Janine Elton wished to thank Robert and Alastair Sharp for clearing the footpaths on their land.

*16. Any Other Business*

None.

*17. Date of Next Meeting*

Planned for Monday 7 November 2022 at 19.30 in the Community Hall.