**SHELLINGFORD PARISH MEETING**

**Minutes of Annual General Meeting on 15 May 2023 at The Community Hall**

1. *Welcome and Attendance*

Fiona Wright, Chair, welcomed twenty one residents to the meeting.

An Attendance Record was completed by those present. Apologies for absence had been received or were given on behalf of Sally Barton, Jeremy Lewis, Barry Moody, Jennifer Thompson and Mike Wright.

The Chair and Roy Samways, Clerk, jointly explained that the recent departure of Sue and Pete Terry from the village, after over 50 years as residents, would leave a massive gap due to the numerous tasks that they had performed. They were formally thanked for all that they had done for Shellingford. A collection for them had been started and anyone who wished to contribute could contact either the Chair or the Clerk.

2. *Previous Meeting*

Minutes of the meeting on 7 November 2022 were reviewed and accepted as an accurate record without amendment. The Chair signed these minutes.

3. *Matters Arising*

Janine Rowe reported that she had discussed school buses with the Headteacher, but, at present, there was no obvious solution.

4. *Nomination and Election of Officers*

Fiona Wright was nominated by Phil Chesterton and seconded by Janine Rowe for the position of Chair.

Roy Samways was nominated by Julian Mellor and seconded by Christopher Price for the position of Clerk.

Sue Terry had resigned as Treasurer following her departure from the village. Christopher Price was nominated by Jane Samways and seconded by Janie Eyre-Brook for the position of Treasurer.

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

5. *County Council Report*

The Clerk summarised Juliette Ash’s County Councillor written report for March/April, which included the topics of a 5% council tax rise, cost of living support, transport issues (primarily in Oxford) and support for Ukraine.

The Chair was asked to raise the issues of ditch drainage and potholes with Juliette.

Concern was expressed with the effect of “no mow May” when it made visibility at road junctions unsafe. Robert Sharp had personally cleared the roadsides at the A417/B4508 junction and was thanked for doing so.

Juliette subsequently joined the meeting during agenda item 7 and left after responding to various questions from parishioners. She explained that Thames Valley police had recently said that enforcement of a 20 mph speed limit was not a priority. She said that Shellingford were “ahead of the game” relatively and should continue with the application process. Juliette requested that the County Council Report topic be later in future Agenda.

6. *District Council Report*

Sue Caul had been elected on 4 May as the new District Councillor and was welcomed to this meeting.

Sue introduced herself and explained that she had been appointed to a Vale of White Horse District Council Cabinet position responsible for Affordable Housing, Development and Infrastructure. She will be holding Saturday morning surgeries in Stanford in the Vale and encouraged anyone with a problem to contact her.

7. *Planning Applications*

The Clerk reported on applications and decisions since the last Parish Meeting.

Open Reach have notified the District Council that they are erecting a new wooden pole next to St Faith Church and 3 Timberyard Cottage. The Council have reminded Open Reach that this is adjacent to listed buildings and in a Conservation Area. Provided all due care is taken in the installation, neither the parish nor the District Council can object.

Multi-Agg Limited have submitted an application (MW.0064/23) for retrospective approval of various permissions and a replacement workshop at Shellingford Quarry. These have mainly been requested by the County Council surveillance team and explained at the Local Liaison Group meetings.

The Clerk also reported that preliminary ecology work is being conducted by Earthline on the land west of the A417 crossroad. Philip Copplestone of Earthline has said that this is at a very early stage.

The Site Allocations part of the Oxfordshire Minerals & Waste Plan has been put “on hold” whilst a new Plan is prepared for public consultation in Summer 2023.

*8.* *Community Infrastructure Levy (“CIL”)*

The Clerk reported that he had received telephone confirmation earlier in the day that the proposal to use part of the CIL to purchase a Speed Indicator Device had been supported by the District Council Panel. The Implementation Officer will confirm this in writing with a list of terms to be complied with.

Suggestions as to the possible uses for the balance of CIL (£5,324) would be considered at future Parish Meetings.

9*. Parochial Church Council Report*

Imogen Jonas presented an update on the current position on the project to provide a servery and WC in St Faith’s church. A site meeting with the architect had been held earlier in the month following a decision by the PCC to progress with the most ambitious option. This would involve a new vestry with a glass partition. Three choices would now be put to the Vale of White Horse planning department for pre-planning advice. It was clear that significant funding would be required. Imogen will email the current plans to anyone who is interested (please contact shellingfordproject@gmail.com).

*10. Traffic Calming Subcommittee Report*

Christopher Price reported that there were only four qualified members to conduct speed watch checks. As three must be present, there is a clear need for new volunteers. Involvement would mean the passing of a simple online test and one to two hours at each check.

Christopher said that approximately 10% of vehicles exceeded 35 mph at a recent check.

The Chair said that the reduction of the current 30 mph speed limit in Shellingford to 20 mph should be actioned within the next year. Susie Price asked if the area of the speed limit could be extended towards the A417. The Chair will enquire whether this can be part of the current planning application by Church Farm for a new access of the B4508.

*11. Community Hall Report*

Sarah-Jane Hatcher had agreed to be the new booking clerk following Sue Terry leaving the village. The Chair explained that there were high maintenance costs for the Hall at present. It was suggested that an advert in The Advertiser might generate bookings and the Chair will put this to the Hall Committee.

*12. Neighbourhood Plan Report*

Barry Moody had been unable to attend the meeting and had given the Clerk a verbal report which the Clerk conveyed.

Vale of White Horse District Council had recently delayed grant funding of Neighbourhood Plans, which had inevitably meant that our advisors had not carried on working. It is hoped that this will be resolved soon.

A meeting of the Steering Group had been held on 27 March in order to hold an election of officers. The meeting considered the fourteen policy options suggested by our advisers, Bluestone Planning, and reviewed the results of the public consultation questionnaire.

*13. Financial Report*

A Summary Receipts & Payments Account for the year ended 31 March 2023 was presented. These were approved on a motion proposed by Susie Price and seconded by Janine Rowe before being signed by the Chair.

*14. Annual Governance and Accountability Return*

The Annual Internal Audit Report 2022/23 dated 5 May was noted.

The Annual Governance Statement 2022/23 and the Accounting Statements 2022/23 were 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 5 June and end on 14 July.

All of the documents referred to in points 13 and 14, plus contact details for any questions concerning them, will be displayed on the village noticeboard during the period for exercise of public rights.

*15. General*

Discussions were held but no actions arose.

*16. Any Other Business*

Pete Mattingley said that a Coffee Morning to raise money for Sobell House would be held at the Community Hall on Saturday 3 June.

*17. Date of Next Meeting*

A proposal to hold Parish Meetings more frequently (possibly four a year) was made by Janine Elton, seconded by Julian Mellor. This was approved with seven in favour, none against and fourteen abstentions.

Accordingly, the next meeting will be planned for Monday 4 September 2023.