**SHELLINGFORD PARISH MEETING**

**Minutes of Annual General Meeting on 20 May 2024 at The Community Hall**

1. *Welcome and Attendance*

Fiona Wright, Chair, welcomed fourteen residents to the meeting including two new arrivals, Chris and Ann Kemp.

An Attendance Record was completed by those present. Apologies for absence had been received or were given on behalf of Tom Barton, Janie Eyre-Brook, Julian Pollard, Christopher Price, Susie Price, Janice Sharp, Robert Sharp and Jennifer Thompson.

2. *Previous Meeting*

Minutes of the meeting on 20 November 2023 were reviewed and accepted as an accurate record without amendment. The Chair signed these minutes.

3. *Matters Arising*

The list of tasks previously undertaken by Sue and Pete Terry did not appear to require any action at present.

4. *Nomination and Election of Officers*

Fiona Wright was nominated by Julian Mellor and seconded by Phil Chesterton for the position of Chair.

Roy Samways was nominated by Louise Mollo and seconded by Jennie Chesterton for the position of Clerk.

Christopher Price was nominated by Julian Mellor and seconded by Janine Elton for the position of Treasurer.

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

5. *County Council Report*

Juliette Ash was not present. She had been invited to attend or submit a written report by the Clerk, but had not responded. The Clerk read an extract from the Stanford in the Vale Parish Council meeting minutes of 3 January 2024 concerning the absence of any representation from Councillor Ash in order to demonstrate that Shellingford was not alone in this regard.

6. *District Council Report*

Sue Caul had sent apologies for not being able to attend.

Both the Chair and the Clerk had submitted online comments to the “Joint Local Plan 2041– Preferred Options Consultation” supporting the new classification of Shellingford as “Open Countryside” within the Local Plan area.

7. *Planning Applications*

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

Multi-Agg Limited’s application (MW.0064/23) for retrospective approval of various permissions and a replacement workshop at Shellingford Quarry had been approved on 25 January.

An application made on 10 October to improve access and replace the cladding on an existing agricultural barn at Home Farm, Church Street had been approved on 5 December. Two subsequent applications had been submitted at this site. Firstly, on 4 January, a Permission in Principle (“PIP”) application for the construction of up to four dwellings, which was similar to a previous PIP in 2021 that had been approved at appeal. This was granted on 25 January. Secondly, the conversion of a barn to four dwellings under Permitted Development rules. This had been approved on 3 May subject to satisfaction of various environmental reports.

An application for the demolition of an existing extension and the erection of two attached dwellings at Jacksons Cottage, Fernham Road had been submitted on 21 November and finally approved on 28 March after amended plans dated 23 February. A considerable number of objections (eighteen, including two on behalf of the Parish Meeting) had been lodged with the planning officer, but it had been decided that this was an acceptable development of an “unallocated windfall site” within the Local Plan.

The construction of a new access road to Church Farm had been delayed due to insufficient evidence of biodiversity gain.

8*. Parochial Church Council Report*

Imogen Jonas reported on behalf of Sue Terry. The vicar, Jeremy Goulston, had started a three month sabbatical during which Hugh Baxter will lead the ministry team and Sue Terry will be responsible for church matters.

Imogen then addressed concerns minuted from the last Parish Meeting that it would be better to spend money on the fabric of the church rather than the Project to provide a servery and WC. She explained that over £1,000 had recently been raised in donations now that a fund raising committee had started work. Any such funds will be specifically for the Project and not take monies away from church maintenance costs. Progress since the pre-planning advice report had included obtaining various condition reports. A temporary toilet was not the primary aim but might still be requested if the Project costs prove to be excessive.

Imogen then responded to specific questions about the Project and made clear that anyone who wishes to know the current plans and progress could consult her (please contact [shellingfordproject@gmail.com](mailto:shellingfordproject@gmail.com)).

Thanks were given to Imogen for her time and explanations.

*9. Traffic Calming Subcommittee Report*

Julian Mellor reported that the new 20 mph speed limit did seem to have lowered driving speeds. A new member, Paul Brown, had joined the speed watch team. Evaluation of the data recorded by the Speed Indicator Device (“SID”) will be carried out.

A second solar panel for the SID had been acquired but it was difficult to physically move and install the equipment. After a discussion it was proposed (by Mike Wright and seconded by Janine Elton) that a third solar panel be purchased at a cost of up to £600. This proposal was approved unanimously.

The Clerk will enquire whether a second SID can be purchased using Community Infrastructure Levy funds.

The Chair will look into whether the old speed indicator can be altered to reflect the new 20 mph limit.

The meeting thanked the speed watch team for their work.

*10. Community Hall Report*

The Chair reported that the committee had decided to replace the window where the sunlight resistant film had not worked. They were also proposing a baby changing facility in the toilet. Financially the Community Hall was not currently viable and whilst a budget was being prepared, the residents need to support it’s use. Chris Kemp suggested that the Parochial Church Council consider whether assistance can be provided by funding from the religious trusts.

*11. Neighbourhood Plan Report*

Mike Wright reported that a meeting of the Steering Group had been held on 20 February to review the latest draft of the Plan. Bluestone Planning will amend this before a further Steering Group meeting in a few months. If all progresses as planned, then a final Plan will be issued to all parishioners to begin the formal consultation process before the end of the year.

*12. Financial Report*

A Summary Receipts & Payments Account for the year ended 31 March 2024 was presented. These were approved before being signed by the Chair.

The current balance on the current bank account was reported as £5,873.

*13. Annual Governance and Accountability Return*

The Annual Internal Audit Report 2023/24 dated 7 May was noted.

The Annual Governance Statement 2023/24 and the Accounting Statements 2023/24 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 3 June and end on 12 July.

All of the documents referred to in points 12 and 13, plus contact details for any questions concerning them, will be displayed on the village noticeboard during the period for exercise of public rights.

*14. General*

The Clerk explained that he had been informed of negotiations between the Diocese of Oxford and the quarry operators regarding an option to extract minerals from part of the former Glebe land close to the A417/B4508 crossroads. Whilst nothing appeared to have been decided, the Clerk considered it important that parishioners were informed. A map of the land concerned was circulated.

*15. Any Other Business*

The Chair said that if anyone wanted a “Welcome Pack for New Residents” then she could email it to them.

The Chair reported that she had been bitten by a dog when delivering the Agendas in Fernham Road. The Chair and Clerk will consider how to communicate in future without deliveries by hand.

Fiona O’Regan had resigned as Footpath Warden. Catherine Clinker volunteered to take on this role.

*16. Date of Next Meeting*

Planned for Monday 11 November 2024 at 19.30 in the Community Hall.