

## Shilton Parish Council

Minutes of Meeting held on Thursday 28<sup>th</sup> October 2021  
at 7:30pm at The Old School House

**Present:** Cllr David Cuthbertson (Chairman), Cllrs Jon Holloway, Harry Metcalfe, Sarah Royle & Andy Bray  
WODC Councillor Alex Postan, Clerk – Gina Pearce

**Absent:** None

**Members of Public:** 21

1. **Welcome from the Chairman**

The Chairman welcomed everyone to the meeting

2. **To receive or accept apologies for absence**

OCC Cllr Nicholas Field-Johnson

3. **To approve and sign minutes of Council meeting on 29 July 2021**

It was resolved to approve the minutes and they were duly signed by the Chairman.

4. **To receive declarations of interest in items on the agenda**

None were received

5. **Matters arising from that meeting not on the agenda**

None were noted everything on the agenda

6. **To receive reports from District and County Councillors**

Alex Postan

Pleased that so many people attend this meeting, reflection on the spirit of this community.

There is a Radar Beacon being built by RAF, was initially opposed but has now been approved and will be sited at Marie Ellis Park

Staff shortages in Planning at WODC

Alex standing again in July as a District Councillor

Question asked by resident as to whether District (and County) can get a better bus service to/from Carterton/Wildlife Park. There is money available for additional services but need to provide evidence of need. The Villager used to come through the Village but was not used sufficiently – need to quantify demand. Parish Council to undertake a survey to understand what is required.

7. Members of the Public contributed to a general discussion about flooding issues within Shilton and any mitigating that can be taken by residents and/or the Parish Council. A number of actions were agreed:-

- ✓ A member of the public reported a street light was not working at the end of Ladburn Lane. Clerk advised that this can be reported, by anyone, on the Fix My Street App. Clerk will report this one.

### Policy and Finance

8. Finance update – Clerk Confirmed balances on the Shilton Parish Council Accounts as detailed below and provided a cashbook and copy statements to support the balances. It was resolved to approve the balances.

Signed .....

Chairman

Main Account £14,479.21  
Flood Defence Account £21,084.28

9. Payments and receipts – to review and approve current payments, to note current receipts

Date	Chq No	Payee	Description	Paid Out	Paid In
22/07/2021	FP	McCracken	Cut 3	636.00	
22/07/2021	FP	UBICO	Waste July	38.17	
06/08/2021	FP	McCracken	Cut 4	318.00	
06/08/2021	FP	Clerk GP	Salary	140.50	
20/08/2021	FP	UBICO	Waste August	38.17	
26/08/2021	FP	HMRC (Clerk Tax)		125.03	
12/09/2021	FP	Clerk GP	Salary	140.50	
13/09/2021	FP	Alex Edwards	Maintenance	72.00	
13/09/2021	FP	Matthew Edwards		65.00	
17/09/2021	FP	McCracken	Cut 5	318.00	
22/09/2021	BTR	WODC	Precept		3,300.00
30/09/2021	FP	UBICO	Waste August	76.34	
13/10/2021	FP	Clerk GP	Salary	140.50	
13/10/2021	FP	McCracken	Cut 6	318.00	
				<b>Paid Out</b>	<b>Paid In</b>
			<b>Total</b>	<b>2,426.21</b>	<b>3,300.00</b>

It was resolved to approve the above payments.

10. Budget – the council considered the draft budget for 2022-2023 and approved
- proposed expenditure of £16,000
  - estimated “other receipts” of £4,000
  - precept required £6,600

**Planning**

11. To comment on any planning applications received before the date of the meeting

Application Ref	Address	Proposal	Status	Comments
21/03301/HHD	Fairfield Cottage, Shilton	Erection of single and two storey side extensions	Under Consideration	No Comment
21/03433/FUL	Down House, Shilton	Conversion of existing barn to form a single dwelling. Works to include first floor extension above existing stable wing and associated landscaping	Under Consideration	No Comment

Signed .....  
Chairman

Application Ref	Address	Proposal	Status	Comments
21/03434/LBC	Down House, Shilton	Internal and external alterations to convert the existing barn to a single dwelling. Alterations to include the erection of a first-floor extension above existing stable wing and changes to floor layouts.	Under Consideration	No Comment
21/03109/HHD	14 Birch Drive, Bradwell Village	Replace existing conservatory roof with lightweight Solstice Warm Roof	Under Consideration	No Comment

12. To receive and up of previous planning applications

There were no updates

13. Kilkenny Lane Path – a survey of Shilton residents was undertaken and 82% of people who responded said they did not want any changes to the path. Cllr Cuthbertson spoke to Carterton Town Council and explained why and how strong the feeling was. There is already a suitable footpath from Carterton to Shilton.

#### Environment

14. Neighbourhood Watch – nothing to report

15. Environment Group – updates received as follows:

Wall capping has eroded as you go through the Ford – Cllr Bray to put together a plan of action and anticipated costs and refer to Cllr Postan and Cllr Field-Johnson to see if any funds available from them to help with these repairs.

The Terms of Reference were approved at the last meeting and the committee comprises of Cllr Bray, Cllr Holloway, Ian Lazerus, Veronica Barry and Glenn Loxton who has a specific interest in the Shillbrook.

Glenn Loxton provided the following information to the meeting.

The Shill Brook from origin to the bridge at the ford is termed a “watercourse” by the Environment Agency, the lead party for flood prevention is the WODC. Riparian owners are legally responsible for the maintenance of the waterway to the centre thereof, even if their title deeds indicate the boundary to be on the bank. All work on or near main river requires consent or has to be registered if classed as an “Exempt Flood Risk Activity”, except for routine clearing of banks and desilting on a watercourse.

Signed .....

Chairman

Downstream of the bridge, it is a “main river” for which the EA has responsibility for maintenance but in some instances, it will oblige the riparian owners to do so. Parts of this section is overgrown, and no clearing of the brook has been done on this stretch by the EA since 2017.

The two major matters for flood prevention are the bunds, and free flow of the brook for its whole length especially from the pond to the flood plain south of the pond and further onwards.

Unfortunately, the construction of a third bund is simply not practically possible. Harry Metcalfe to whom the villagers own a huge debt of gratitude, monitors, and adjusts the flow from the bunds which he allowed to be built on his land. It is hoped that with Harry’s assistance and experience, Laurence King the designer of the bunds will be able to recommend even more efficient adjustment of the bunds to control the flow and prevent flooding in the village as far as possible.

The PC has obtained permissions from the EA and has given notice to the WODC in order to do clearing of the banks and desilting of the pond and brook, other than that which the riparian owners should be doing, and contractors have been contacted for quotes.

There is regular contact between AF Brize Norton and the PC regarding inspection and clearing of the grilles where the brook passes under the runway.

Street drainage is the responsibility of the OCC and reports have been made via “Fix MY Street”. Lis Lovell has been exemplary in following up with the OCC and demanding attention to clearing of the culverts. The culvert which conducts surface water from Bridge Street along Church Lane drains into the pond. The PC has written to the WODC proposing that the culvert should be diverted to the brook downstream of the ford bridge. It will require the involvement of several authorities and private landowners.

The Thames Water pumping station at the bottom of Church Lane regularly emits strong odours and has clearly become unable to handle to volume. The PC notified the WODC of its intention to approach TW with a view to having the flow of sewage from Bradwell Village pumped directly to the sewage works next to RAF Brize Norton instead of via Shilton.

16. Flood prevention – all covered and documented at item 15.

17. War Memorial - Need to protect it people have been seen walking all over it, changing children’s nappies on it and even BBQing on it! Concern it stops children playing on it – but it is not a “play” thing, it should be treated with respect. Parish Council to send out a questionnaire to villagers for suggestions as to how to protect it. Ideas so far include a notice asking people to respect it and/or a chain to demark the area.

18. Trees around the Pond - Meeting arranged with Terry Pope from Arborforce – one tree to be taken out on the triangle as it is dead and this one will be replaced and an additional one will be planted.

Signed .....  
Chairman

19. Old School Hall Refurbishment – the Old School is owned by the Parish Council and leased to the committee that oversees and runs it – the responsibility to maintain lies with the committee under the terms of the lease. Reroofing is a huge project and the committee need assistance to do this and then realised it is more than that, they need new heating as well. Electricity bill is approx. £2.5K per year and relies on fund raising to be able to cover this. Need to look at an alternative – air heat source, ground source heating and solar panels on the roof.

The Hall is booked for an Open Day, in March 2022, to enable the committee to showcase their proposals for refurbishment and people can attend and vote/give their opinions on how it should be progressed. There is an Environmental Awareness Dinner at the Old School, in November 2021, to raise funds for the refurbishment of the Old School. Tickets are almost sold out. Consideration to be given to forming another committee/subgroup who will be responsible for maintaining the land around the Old School, starting with removing the Ivy which has rather taken over.

### Meetings

20. Matters the Chairman views as urgent, not on the agenda

✓ Nothing put forward

21. To agree date, place and time for the next meeting

It was resolved to hold the next meeting of the council on Thursday 27<sup>th</sup> January 2022 at 7:30pm, at The Old School House, Shilton

The Meeting was closed at 21:00

Signed .....  
Chairman