Shrivenham
Parish Council

Notice of Extraordinary Parish Council Meeting (EX10/26) and Agenda.

Members of the Council: you are summoned to attend the following Extraordinary Meeting of Shrivenham Parish Council.

Meeting Details.

Date : Wednesday 7th October 2026.
Time : 6.45 pm.
Venue : Memorial Hall, Highworth Road, Shrivenham, Wiltshire, SN6 8BL.

Members of the Public: you are invited to attend. Members of the public wishing to record the meeting are requested to notify the Chair of their intention to do so. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded where business of a confidential nature is to be transacted. Members of the public may speak in accordance with the Standing Orders of the Council regarding items on this agenda (Standing Orders 3.e/f/g/h), or to request items for consideration on future agendas during Public Participation (Item 9).

Agenda (EX10/26).

1. **Confidential Session**.
   1.1. To resolve to move into a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960. The public and press should leave the meeting during consideration of item 2.

2. **Clerk/Proper Officer Vacancy.**
   2.1. To consider Contract Terms submitted containing confidential details.

3. **Confidential Session.**
   3.1. To resolve to exit a Confidential Session and allow the presence of the public and press following the conclusion of Item 2.

4. **Clerk/Proper Officer Vacancy**.
   4.1. To consider the temporary appointment of Locum Clerk, Proper Officer and Responsible Financial Officer, and to approve the signing of the Contract Terms submitted.

5. **Apologies for Absence**.
   5.1. To receive and approve apologies for absence.

Signed *R P Sheldon* (Chair) Date 1st October 2026

6. Declarations of Interest and Dispensations.

6.1. To receive any declarations of interest under the Localism Act 2011 and to consider any requests for dispensations.

7. Minutes of the Previous Meeting.

7.1. To consider and approve the minutes of the Shrivenham Parish Council meetings held on and authorise the Chair to sign them as a true record.

7.1.1. 24th June 2026.

7.1.2. 8th July 2026.

7.1.3. 2nd September 2026.

7.2. To acknowledge that the minutes of the Parish Council meeting held on Wednesday 6th May 2026 are incorrectly titled, and that these minutes relate to the Annual Meeting of Parish Council not a Monthly Meeting.

8. Correspondence received (Information Only).

8.1. B4000 Speed control measures. Correspondence was received requesting a review of the transition from 60mph to 20mph. This has been forwarded to the County Councillor representative as the relevant authority.

8.2. Charlbury Road footpath. Correspondence was received relating to the condition of the footpath. The resident was advised that this would be the responsibility of Oxfordshire County Council and provided with a link to the Fix My Street website.

9. Public Participation (relating to Items on this agenda or to request for inclusion on a future agenda).

10. County Councillor's Report.

10.1. To receive a report from the County Council representative.

11. District Councillor's Report.

11.1. To receive a report from the District Council representative/s.

12. Chairmans Report.

12.1. To receive a report from the Chair.

13. Planning.

13.1. To consider planning applications received since the last meeting prior to publication of this agenda.

13.1.1. **P26/V4103/HH**. Waylands, Longcot Road, Shrivenham, Swindon, SN6 8HF. Two Storey Side Extension. Detached garage with storage over. **Pending**.

13.1.2. **P24/V4188/HH**. 1 Damson Trees, Shrivenham, Swindon, SN6 8BB. Proposed two-storey side extension and pitched roof over existing bay window. **Pending**.

13.2. To consider planning applications received since publication of this agenda.

Signed *R P Sheldon* (Chair) Date 1st October 2026

13.3. To receive updates on existing planning applications.

13.3.1. **P26/V3669/LB**. 4 Longcot Road, Shrivenham, Swindon, SN6 8AL. To replace the existing single glazed sash windows to the first floor with double glazed sash windows, installed into the existing frames which will be renovated and draught proofed. **Pending**.

13.3.2. **P26/V3359/HH**. Broadleaze Farm Longcot Road, Shrivenham, Swindon, SN6 8HG. Erection of a two storey and single storey rear extension. Proposed extension and enlargement of existing garage, with adjoining link extension to dwelling. New storm porch. **Pending**.

13.3.3. **P26/V3023/HH**. 29 Station Road, Shrivenham, Swindon, SN6 8ED. Proposed front ground floor extension and side and rear first floor extension. **Pending**.

13.3.4. **P26/V2692/O**. Land East of the A420, North of Buckland Drive and Cozens Grove West of Sywell Road, Trajan Road & Friars Court, Shrivenham, SN6 8FR. Outline planning application for the erection of up to 100 dwellings (including 40% affordable housing) with public open space, landscaping, sustainable drainage system (SuDs) and a vehicle access point. All matters reserved apart from access. **Pending**.

13.3.5. **Bloor Homes/Vale of White Horse District Council**. Planning Inquiry relating to the rejected development proposal at Shrivenham Golf Club.

14. Financial Matters.

14.1. To consider and approve.

14.1.1. September Finance Report.

14.2. To approve payments.

14.2.1. As shown in the September Finance Report.

14.2.2. Received since publication of the September Finance Report.

14.3. To receive and note the Income and Expenditure Report Year to Date.

15. Parish Maintenance/Facilities.

15.1. Public Bins. To discuss and consider the options available for refuse management.

15.2. Items for future consideration.

16. Burial Ground.

16.1. Items for future consideration.

17. Allotments.

17.1. Items for future consideration.

18. Community.

18.1. Road Safety Enquiry from Oxfordshire County Council. To consider a response to the Oxfordshire County Council request for feedback regarding the effectiveness of 20mph zones.

18.2. Speed Indicator Devices. To consider registering interest in the Police and Crime Commissioners Community Fund for the purchase of additional Speed Indicator Devices.

18.3. Vehicle Access Restriction Measures. To consider correspondence with CALA Homes requesting vehicle access restriction measures to be located on the Cross Trees development in conjunction with the County Council representative.

18.4. Tree located within the Manor Road Substation. To consider any actions required by the Council.

Signed *R P Sheldon* (Chair) Date 1st October 2026

18.5. Provision of land to locate a mountain bike track. To consider any actions available to the Council.
18.6. Community Reports. To receive and note reports submitted by local organisations.
  18.6.1. Shrivenham Primary School.
  18.6.2. Wilts and Berks Canal Trust.
  18.6.3. Tuckmill Meadow.
18.7. Items for future consideration.

19. General Matters.
19.1. Items for future consideration.

20. Governance/Policies/Operational Matters.
20.1. To acknowledge receipt of the External Auditors Interim Report and any actions recommended.
20.2. To consider amending the numbering system of minutes to allow greater ease of reference by users.
20.3. To consider adoption of the amended Personnel Committee Terms of Reference.
20.4. To consider adoption of the proposed Training and Development Policy.
20.5. To consider the introduction of a monthly Clerks Report.
20.6. To consider the introduction of an Agenda Item Request Form.
20.7. To consider the introduction of a monthly report template for Councillors and external organisations.
20.8. To note the requirement of the Local Government Finance Act 1992, Section 106 requirements of Councillors.
20.9. To receive a draft of the Emergency Plan. Please note the draft shared is for comment on content only. It is recognized that final formatting will be required once content is agreed.
20.10. To consider the enrolment of Cllr Winfield on the SLCC - Introduction to Local Council Administration (ILCA) training program. Cost £140.00 + VAT.
20.11. To consider support of the Sustainable Communities Act 2007 appeal being submitted by Weymouth Town Council relating to Dependent's Care Expenses.
20.12. Items for future consideration.
  20.12.1. Review of Social Media policy.

21. Items for the November 2026 Agenda.
21.1. Items must be submitted to the Clerk by members no later than 23rd October 2026.
21.2. Presentation of the initial 2027/8 budget proposal.

22. Date of Next Meeting.
Wednesday 4th November 2026. Memorial Hall, Highworth Road, Shrivenham, Wiltshire, SN6 8BL at 7.00pm.

Supporting documents for items on this agenda can be found at:

https://www.shrivenham.org/parish-council/parish-council-meetings/

Signed *R P Sheldon* (Chair) Date 1st October 2026