Approved Minutes of the Milton-under-Wychwood Parish Council Meeting

Wednesday 20th January 2021, 19:30hrs – Meeting held remotely via Zoom

Present:
Councillor Glynn Allcock GA
District Councillor Jeff Haine JH
Vice-Chair John Pratt JP
Chairman Chris Trotman CT
Councillor Patrick Ward PW
County Councillor Liz Leffman LL
Parish Clerk: Mrs L. Jacques LJ
5 members of the public

1. Apologies for absence

Councillor Peter Rawlins PR

2. Declaration of Interests

JH declared an interest in Planning items
JP declared an interest in the Wild Gardens regarding S106 payments
JP declared an interest in planning item 11.ii

3. Proposal to approve the minutes of the November meeting

Motion : To approve the November minutes
Vote : All in favour

4. Matters arising from the November meeting

i. No recent news or updates from M&M since December

ii. No further contact from Kevin Rose – auditor – LJ to make contact again and if no response to look elsewhere

iii. Audit of PC website dealt with in Chairman's report

iv. Parish newsletter and social media to be deferred to February / March 2021 meeting

v. Cemetery: Francis Webber is currently working part time due to home schooling. This case has been passed to a different solicitor but as yet contact has not been made with CT

vi. Awaiting update from Playdale

vii. Village Green: both benches have been replaced. Tennis net is still outstanding

5. Public session for all items related to this Agenda

Joanna Van De Poll informed the PC that they would not be supporting item 11.i for the reasons below:
The proposal does not support the West Oxfordshire Local Plan. Item 5.36 states WODC is not looking for windfall sites in this area . Unless there are exceptions like local need , adding houses is not a benefit which outweighs enhancing the beauty and character of the AONB.
There is no evidence of local need for this type of house. There is currently an oversupply of this type of house with another 5 granted planning permission on Church Road.
5.92 of the Local Plan states an intention to meet the needs of an ageing population it seems unreasonable to demolish a perfectly good bungalow.
Taking garden land for housing would alter the pattern on housing along Bruern Road and would set a precedent for householders to develop their garden with housing.
Brian Watson raised concern that there was still no planting of trees taking place at the M&M site. CT stated he would contact Craig Ormond again for an update

6. To receive the following reports:

6.1 Chairman's Report - C T

i. Website Accessibility:-
Critique received and will be applied, if possible, to future uploads
No plans to work retrospectively
Cannot be responsible for 3rd party submissions
Perhaps need to overhaul PC website front page, particularly PDFs.
Check all links are active and not broken.

ii. Breakspear Clinic Trees:-
CT has looked at the tree in question obscuring their sign. It is a spindly tree of no significance right on the corner of Elm Grove and Shipton Road. This could probably be removed altogether to improve sight line around the corner of the junction. Obscuring branch to be removed at their expense.

iii. Children's play area:-
Government guide lines state that it is permissible to keep play areas open.
We still have a 'duty of care' and so suggest that we put signs up to say that the council is unable to maintain an anti-Covid cleaning regime or words to that effect.

iv. Groves/Elm Grove hedge:-
Although the PC approved a grant for this work, Covid restrictions have meant that it has had to be deferred to a more suitable time.

v. Church Wall:-
GA reported that some of the lime mortar in the Church Wall has burst. CT has reported this to Robert Montgomery, the surveyor, and the contractors and we are meeting on 21st January to review the problem.

vi. 2021-22 Financial Year
CT has suggested that the Finance Committee and LJ look at producing a two tier financial report. Monthly statements to be of existing depth and mainly internal but quarterly statements to be much simplified. This also related to the website critique on accessibility by all

6.2 District Councillor's Report – J H

Flooding – JH stated that river levels were being closely monitored again following current rainfall and the recent flooding during Christmas

Litter & Dog Bins – JH stated that WODC will be replacing old and damaged dog bins over the next 5 years and relocating them if necessary

Covid-19 - Rates are still very high. Although West Oxfordshire has the lowest infection rate in Oxfordshire whereas its neighbour, Cherwell , continues to have the highest infection rate.

6.3 County Councillor's Report (LL)

LL thanked PW for raising the issue of lighting at Greenlands.

Flooding – Following the flooding over Christmas LL had a conversation with Jason Russell, director of communities regarding the drain clearing cycle. LL stated there is a possibility of ensuring the worst drains can be cleared on a more frequent basis and those problem drains could be identified with the help of local councillors.

Sewage - The County Council is in receipt of £3 million from the government to assist with gulleys and Thames Water sewage problems. This funding is very welcome

Speed Limits – There is a budget for 2021-22 to offer villages that would like to explore 20mph speed limits.

Council Tax – The council are not planning on raising council tax this year

7. Defibrillator Cabinets

Proposal: To budget for two new defibrillator cabinets on the assumption that the current ones can't be repaired.
Vote: All in favour
Resolved: JP stated that the PC had allowed for 'maintenance' of the cabinets in the budget so there are funds available to purchase the cabinets if necessary. PW stated it would be worth exploring any further cabinet body protection that may be available.

8. S106 Expenditure

GA stated the first tranche of payment has been made to WODC and therefore decisions need to be made on which causes to move forwards with. GA had revisited the September '19 bids of which there was the Wild Gardens which needs approximately £5k of funding due to the recent footfall and damage caused by an increase on vehicles on Dog Kennel Lane.

The village hall requires approximately £5k of funding and the village green approximately £56k. The village green works would include a new surface for the childrens play area, an outdoor tennis table and undercover seated area.

GA stated that he was not discounting other ideas and is still waiting for Jenny Miller to present the pump track bid to him.

JH stated he was not copied in to any emails regarding the S106 and village hall funding and the contributions to the village hall improvements had already been agreed in a previous meeting of which £6k was agreed by WODC.

JH was not supportive of the covered area for the village green citing the recent problems of drug taking and general anti social behaviour that occurred when a marquee was placed on the village green in November. JH stated he had also not seen any paperwork mentioning improvements to the driveway of the village green.

CT asked JH who he spoke to at WODC as he would like to have the same contact. JH provided phil.shaw@publicagroup.uk. JH stated Mr Holland advised it would be ok to go ahead with the work on the village hall.

GA stated the village green roadway would potentially be phase 2.

CT requested that quotes be obtained for the village green proposal

JP also raised concern with introducing a covered area to the village green which was also discussed in detail previously with the conclusion being not to go ahead. JP also stated that paying for projects already completed prior to applying for funding was something that he was no comfortable with.

JH advised the PC to review the September 2019 minutes where it was agreed by the PC that works could go ahead on the village hall maintenance on the basis that the village hall would be reimbursed. There are still expenses during lockdown – cleaning, electricity, gas etc that needs to be covered and JH cited his disappointment that the PC should change their mind on supporting this funding

CT confirmed that the S106 group reports to the PC who then make a joint decision. CT stated there was no intention of depriving the village hall of any money it is just the notion of how it is done.

GA asked how to go ahead with the proposals that the S106 currently had

CT stated that he had questions regarding the village green and shelter and asked for a complete resume of bids and quotes to be presented at the February meeting

JP stated that due to the amount involved, the village green project would need to go to tender

GA requested CT to confirm exactly what GA needs to provide to ensure a decision takes place at the next PC meeting. CT will discuss with GA. (*Addendum – CT and GA have discussed and GA will submit present bids to WODC to check criteria and if satisfactory will obtain tender bids where necessary).*

PW asked whether the PC had already paid for some repairs to the village hall

CT confirmed there was a donation made in 2019

9. Littlestock Brook

Woody dams are working well in reducing the flow speed of the brook.
Proposal – To continue dialogue with the Environment Agency for a possible extension beyond March 2021 of the EA monitoring with telemetry to a publicly accessible website. If necessary, contribute / source funding for permanent equipment
Vote : All in favour
Resolved: CT to continue communication with EA and any possible funding

10. NPSG

10.1 – Minutes from NPSG including current workplan and budget had been circulated separately. JP stated that the neighbourhood plan needs to be presented to the PC before being made public for consultation with parishioners but this will be at the March meeting at the earliest.

10.2 Thames Water Sewage Works Upgrade

JP updated the PC with the correspondence from Robert Courts. JP stated the Private Members Bill to outlaw sewage contamination of waterways had not yet been presented in parliament; Mr Courts had responded he could not support the Bill because Government was working on the issue.
JP also advised that Thames Water (TW) had written a letter of 22/12/2020 to the Evenlode Catchment Partnership (ECP)/Wild Oxfordshire summarising its plans to monitor and support improvements of its infrastructure to fulfil its Asset Management Plan 7 (AMP7) 2020 – 2025 obligations under the Water Industry National Environment Programme (WINEP). Milton Sewage Treatment Works has the distinction of being targeted with a scheme to "Upgrade the treatment works to increase full treatment capacity".

10.3 Planning Inspectorate virtual Inquiry 13/04/2021 regarding WODC proposed quashing Order for the requested Sands Footpath

In order to meet a necessary submission deadline of 05/03/2021 set by The Planning Inspectorate , JP stated it was his intention provide for PC consideration at February PC meeting a draft Statement of Case for presentation at the inquiry; the draft Statement would essentially be based on previous submissions made by the PC. PW said he had seen signs relating to this inquiry in Jubilee Lane

10.4 Budget 2021-22 moved to item 15.3

11. Planning

i. **APPLICATION NO: 21/00045/FUL**
PROPOSAL: Demolition of existing bungalow and erection of two detached dwellings along with the formation of new access and associated works
LOCATION: Lansdowne, Bruern Road Milton Under Wychwood

Objection –
This is considered to be an overdevelopment of the site. WODC state that Milton under Wychwood does not need further 4 bedroom properties to be built. This site is on the edge of the village and the development would not be innkeeping with the general area and the AONB There is also a hedge separating the neighbouring property which would need to be removed. PR and PW are concerned that this development would also set a precedent for development of other bungalows in the Church Road and Bruern area

ii. **APPLICATION NO: 20/03556/HHD**
PROPOSAL: Single and two storey extensions
LOCATION: Heathwood, Bruern Road

Objection- (JP did not vote due to declaration of interest)
Whilst the overall design is a big improvement concerns are about a neighbour's hedge being removed and the distance between the said boundary and the build of the house. A distance to the neighbour's boundary of 43cm is too small to allow any maintenance or building to take place.

iii. **APPLICATION NO: 21/03390/FUK**
PROPOSAL: Change of use from office space to residential
LOCATION: Alfred Groves & Sons Milton Under Wychwood

No Objection – by Chairman's casting vote

iv. **APPLICATION NO: 21/00079/POB**
PROPOSAL: Discharge of planning obligation to allow the over 55 age restriction to be removed
LOCATION: 11 Harman Court

No objection

v. **Planning Appeal**
Site Address: High Ridge, 46 High Street, Milton Under Wychwood
Description of Development: Replacement of existing workshop with erection of single storey garden room.
Original Application Number: 20/01116/HHD

Objection still stands

12. Village Green (PR)

The PC received a request from Emily Weir who runs a plant based gluten free business called Nutmeg and Thyme to have a stall on the Village Green on Wednesday (preferred) evenings. The business runs from mobile trailer but access to electric is required.
JH raised concern that a Wednesday attendance could take trade away from the fish and chip van on Thursdays. JH stated the electric rates were £5 week from the Sports Association with a pitch rate of £25 a month.

Proposal: To allow Emily Weir to trade from the Village Green one weekday evening
Vote: All in favour.
Resolved: CT to contact Emily Weir to inform her of the fees and request that a Monday, Tuesday or Friday be one of the preferred days

13. Correspondence

Dealt with in item 10.3

14. Discretionary Donations S137 (CT)

14.1
Proposal : To consider a donation to the Wychwoods Day Centre to make up for the lack funds raised as a result of not being able to host Carols round the Tree, resulting in a shortfall of funding of approximately £250
Resolution: A section 137 donation of £250 to be made to the Wychwoods Day Centre
Vote : All in favour

15. Accounts

15.1 - To approve the December receipts, December bank reconciliation and January payments
The bank balance as of 31st December was **£50,139.68**

December Receipts	
Pound Parking – Stacey	78.00
Pound Parking - Bloy	39.00
Pound Parking	78.00
TOTAL	**£195**
January Payments	
Grasscutting	350.00
Bin bags	3.51
Bin bags	3.51
Shovels	53.91
Lengthperson salary	265.16
Clerk salary	402.32
Clerk HMRC rebate	128.00
TOTAL	**£1206.41**

15.2 To approve the accounting statement for the third quarter

It has been agreed that the review of the 3rd quarter statement will be deferred to the February meeting

15.3 Budget 2021-22

JP stated that in the Budget for 2021-22 there was a need to remove S106 budget lines of £118,000 in both income and expenditure due to S106 payments remaining in the control of WODC. JP is not otherwise proposing any change to the circulated budget. The adjusted budget will be presented at the February PC meeting.

16. Public session for non-Agenda items

Joanna Van de Poll provided an update on the Wychwood Day Centre is still running although remotely. The coordinator is hosting one-to-one meeting via zoom with members and carrying out individual projects with each of them.

JVDP also provided updates on the defibrillator cabinets confirming that two of them are in need of replacement. The issue appears to be the seals to the cabinets failing. The cabinet by Prews garage is in the worst condition.

David Van de Poll queried why financial information isn't readily available to view on the PC website.

David Van de Poll also questioned whether the PC is still contributing financially towards the library whilst it is closed. JP confirmed the library funding is made through S137 payments and the PC had made a commitment to support the library and the PC is likely to do so next year. CT will discuss whether the PC should still be making contribution whilst the library is not open.

17. AOB.

CT briefed the PC on an email requesting to use the SID (Speed Indicator Device) in the Milton village. The PC are happy for the SID to be deployed in speeding hotspot areas. LL stated she will investigate whether it is possible to revisit the possibility of implementing a 20mph speed limit in Upper Milton.

JP thanked GA for taking over the role of Coordinator of the emergency plan; JP will be his deputy.

CT closed the meeting at 21:00pm.