Milton-under-Wychwood Parish Council

Milton under Wychwood Parish Council meeting 16th March 2022

Milton under Wychwood Village Hall. 1930 hours.

APPROVED MINUTES

Present:
Vice-Chairman Glynn Allcock (GA)
Councillor Rod Blackman (RB)
District Councillor Jeff Haine (JH)
Councillor John Pratt (JP)
Councillor Peter Rawlins (PR)
Councillor Graham Smith (GS)
Chairman Chris Trotman (CT)
Councillor Pat Ward (PW)
Parish Clerk: Mrs L. Jacques (LJ)

County Councillor Liz Leffman (LL)
13 members of the public

1. Apologies for absence

None

2. Declaration of Interests

JH- Planning and Village Hall
CT – 1st Wychwood Scouts

3. Proposal to approve the minutes of the February meeting

Proposer - PW
Seconder - JP
All in favour

4. Matters arising from the January meeting

4.1 Storage of documents – JH to meet with CT following the meeting
4.2 – The FinCom have not met since the February PC meeting and therefore the Jubilee mugs funding has not been discussed

5. Public session for all items related to this Agenda

Simon Duffy (SD), High Street resident, raised concern with the planning application relating to 46 High Street stating a number of those present at the meeting wished to make representations. SD stated the new application was very similar to the previous applications but was now being referred to as a work space. SD stated he believe that this could therefore result in having a separate dwelling – it already has a separate title and with water, electrics and heating the property could be sold as a separate building.
SD stated he would be raising objections relating to the change of character to the area, the building at the back of the property being used as a holiday let and one parking space being used for up to five cars which already causes considerable impact on parking for local residents, character and amenities.

Katie Ambler, High Street resident, raised the issue of noise from either side of her property from houses which are both airbnbs.

Joanna van de Pol (JvdP) commented on a planning application for Lansdowne. JvdP stated she will be objecting as she believes it flies totally against the advice from the planning professionals throughout the planning process. Pre planning advice stated a single entrance was preferred. A previous application for two entrances was withdrawn and a subsequent application submitted, stating the applicants had noted the comments of the planning professionals. Part of the conditions were that boundary hedgerows would be maintained – the hedging has already been removed. JvdP stated there was no planning reason to suggest a second entrance was needed. (Full transcript can be obtained from the clerk.)

John Witts, stated that if there were any questions with regards to his S106 application he would be happy to answer them. GA informed him this would be discussed at the next FinCom meeting.

Harry Beattie, High Street resident stated he would also be objecting to the High Street applications stating there were already 3 large AirB&Bs on the street and parking is already very difficult.

JH stated that what is being currently suggested by neighbours could require planning permission and no application has been made thus far. JH will raise this with the enforcement team.

6. To receive the following reports:

6.1 Chairman's Report (CT)

Various areas have been raised with CT-

1 - The use of the Fox's field for summer camping. Neighbours are objecting to the proposal and asking if it is now legal for this to happen now that Covid restrictions have been dropped.

2 - There is concern over Bill Wyatt's old property in Church Road. It has been empty since his death and the garage door has been propped open with a length of timber. On occasions youths have been seen on the site and in the garage. Concern is that it is being used for 'inappropriate uses'.

3 - Concern has been raised over the old doctor's surgery in the High Street. According to neighbours it is being converted into an AirB&B for stag and hen parties. There is also a large extension that has been built at the rear which appears to be larger than the 'permitted development'. On WODC's website there is no indication of planning applications. Neighbours assume that Building Regs are being adhered to but would like WODC to investigate. JH will ask for an Enforcement Team to go in and review.

Website transfer:
The majority of the data from the PC Website is now replicated on the Village website but there are still areas of Finance and Neighbourhood Plan that need to be copied. The aim is to have this completed by April so that the Village website will be the main website at the start of the new financial year. This will also give the PC a chance to review all PC documents that need reviewing prior to the AGM in May.

Pay Awards:
The NALC have now published the pay awards for clerical staff. The increase is backdated to April last year and amounts to 21p/hour which amounts to £116.38p in total backpay for our Clerk.

Section 137 limits:
The Department for Levelling Up, Housing and Communities (DLUHC) has notified the National Association of Local Councils (NALC) that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England for 2022/23 is £8.82 per elector.
01/01/22 there were 1508 names on the electoral register. There will be more but they are "Ex directory".
Working on 1508 x £8.82 = £13,300 as the safe limit for S137.

6.2 District Councillor's Report (JH)
JH stated that the PC can apply to the DC for grant funding for the Platinum Jubilee. JH is researching the application conditions and what is available.

6.3 County Councillor's Report (LL)
Buses – The Council are currently working on advertising to encourage people to use the buses especially for the park and ride.

Refugees – The Council are exploring how to assist any refugees that arrive in West Oxfordshire. Currently the Council are waiting to see how many people offer to provide accommodation.

20mph limit- Funding for this will be available from April.

7. NPSG Update (JP)

7.1 - Calais Field, proposed Local Green Space 3 (LGS3)
7.2 - OCC paddocks adjacent to Green lane, proposed LGS5
7.3 - Utilisation of CFO services
JP stated the modification and editing of the NP is continuing. The draft NP had proposed 5 local green spaces and the NPSG have run in to opposition with owners for two of the designated spaces.
Regarding Calais field the owner objected to the designated space. The NPSG has now referred to CFO who are advising us of the NP development. The landowner has a legal obligation to adhere to the ecological management plan with regards to the Spitfire development. The land is designated as public open space. There are some concerns as to the permanent robustness of this management plan. The NPSG is asking CFO to advise whether this management plan is so robust that they don't need to pursue it as a local green space. Due to the written opposition of the owner it was felt the NPSG needed to seek advice of CFO and if necessary gain legal opinion of pursuing this local green space however the first port of call is to gain advice from CFO first and the NPSG would only bring back to PC if their advice left unclear.

CT stated that he would be seriously concerned about seeking 'legal opinion' regarding Calais field. CT would not support this.

Regarding the Paddocks on Green Lane there are 3 public footpaths. At the last PC meeting JP said they would be likely to abandon pursuing this LGS5 due to the OCC letter. CT stated he would leave the NPSG to decide. JP stated as a group the NPSG are in a dilemma as the public expressed they wanted to preserve that land. CT said any development would need to take note of existing footpaths. JP also stated the field protects views towards Merriscourt and the old part of the village.
The OCC defence of retaining the field for future use was very strong.

CT stated that he did not want neighbourhood planning discussions getting into confrontation with land owners.

8. S106 Update (GA)

8.1- Application from Wychwood Baptist Church – this has been received and will be discussed at the next FinCom meeting.
8.2 – Application from Treemendously Wild - GA will speak with the applicant as the funds are not eligible to be awarded to individuals – only organisations. This is likely to be a S137 bid rather than S106 – if it is eligible.
WODC has still not updated GA regarding the proposals to upgrade the surface of the tennis court on the village green.

GA confirmed there are now 3 applications – two for the Village Hall and one for the Baptist Church.

Regarding the arts grant there have been three expressions of interest, all from people working in metal. GA will write to them asking for proposals and the results will then be brought to PC for consideration.

9. Village Green (PR /JH)

9.1 Update from contractors regarding tree surveys (RB)
RB has received 3 quotes for the tree work.
Applicant A - £2700 +VAT
Applicant B - £6550 + VAT
Applicant C - £3590 +VAT
CT stated only applicant C detailed the removal of deadwood cost which would be needed. CT proposed proceeding with applicant C.
JH seconded
All in favour

JP questioned whether there would be tree surveys required in 2023 – CT confirmed there would be.

9.2 Proposal to improve the dog fouling signage (GS)
GS stated of the 5 entrances to the green, either the signage regarding dog fouling was missing or it was damaged. GS proposed purchased 5 new signs for the village green at a cost of £275-£300.
PR stated it was a good idea. JH stated this was necessary signage due to the amount of dog fouling.
CT seconded
All in favour

PR raised problems with the new bins on the green. Some are right next to benches and as they are litter and dog bins suggested these need moving. PR will meet with JH to discuss a resolution.

PR stated the considerable damage to the bottom area of the green needs attention for safety reasons.

10. Planning (PW/PR)

22/005224/HHD	Repair and rebuild of outbuilding to provide a home working and recreational space	High Ridge, 46 High Street, MUW	OBJECT – The application is very similar to the previous application with very little difference
22/00523/HHD	Removal of existing balcony and construction of portico to front elevation	Hillborough Guest House, Shipton Road, MUW	NO OBJECTION – this work is required to repair damage.
22/00482/FUL	Creation of new vehicle access onto Bruern Road to serve dwelling	Lansdowne, Bruern Road, MUW	OBJECT – the PC view on this application remains the same.
22/00417/S73	Variation of condition 8 planning permission 13/1451/P/FP to increase the hours of operation	Owls View, Shipton Road, MUW	OBJECT – this would mean a considerable increase in vehicular traffic during school hours and would be a safety concern for school pedestrians

22/00336/FUL	Erection of a detached fitness studio building	Owls View, Shipton Road, MUW	OBJECT – GA abstained - this would mean a considerable increase in vehicular traffic during school hours and would be a safety concern for school pedestrians

11. Discretionary Donations (S137) (CT)

11.1 – 1st Wychwood Scouts request – donation request of £349.92 for scout cooking equipment to be used for regular camps.

GA proposed the PC agree to fund £349.92.

GS seconded

All in favour

CT abstained

12. Accounts (JP/CT/GA)

12.1 – Change of bank mandate – CT will update bank mandate and remove old signatories, replacing with LJ, CT, JP and GA.

12.2 - To approve the February Receipts, Payments and End of Month bank reconciliation.

PR proposed

PW seconded

All in favour

12.3 – Estimated year end

JP £8500 missed from the forecast – the forecast for year end is £52k which is a lot better that anticipated previously – this is the amount expected to be carried forward. CT stated that this should alleviate the need to increase the Precept further in coming years.

12.4 – Proposed virements – JP circulated the excel table detailing overspend on websites, flood monitoring, defibrillators and Playdale repairs which was a late invoice from 2020.

There has been underspend on tree surveys and newsletters.

The PC have seriously underspent on S137.

There is also the legal expenses of £12k relating to Spitfire

12.5 – The SLCC national pay agreement for RFOs has now been decided – meaning an increase of 1.75% backdated to April 2021.

February Receipts

			TOTALS	75.00
Date	Description	Name	Method	Amount
4-Jan	Vendor Trading	PITSTOP	BACS	£75.00

February Payments

	TOTALS		£7,697.87
Date	Description	Payee	Amount
22-Feb	5137 Donation Ascott PreSchool	Ascott Pre Schoo	£500.00
22-Feb	Monthly Bank charges	HSBC	£8.00
22-Feb	External harddrive clerk laptop	CT	£109.99
26-Feb	5106 Donation MUW Village Hall	MUWVH	£6,232.08
22-Feb	Toner - Chairman	CT	£40.06
22-Feb	Defib Pads	WEL Medical	£55.08
28-Feb	Clerk Salary	LJ	£515.60
28-Feb	Lengthsperson Salary	MR	£237.06

Bank reconciliation as at end of February			TOTALS
Opening Cash Book			**£28,642.40**
Add Receipts			£75.00
Less Payments			£7697.87
Closing Cash Book			**£21,019.53**
Less: uncleared cheques			£0.00
Add: unpresented credit			£0.00
Current Account			£21,019.53
Difference			£0.00
Investment Account			£34,267.93
Money Market			£0.03
Balance as per statement			**£55,287.49**
Less: uncleared cheques			
Add: unpresented credit			

13. 20mph Speed Restrictions MUW High Street (GA)

GA requested this be discussed stating it would be beneficial for Milton and Shipton to work together regarding the speeding restrictions. CT stated he is waiting to hear from Shipton PC regarding any co-involvement.

GA asked if the PC would be applying for further speed restrictions in Milton stating as a PC we should have a collective view and be applying together. JH and PR stated they were opposed to a speed limit throughout the whole village. Areas outside the school and possibly the Co-op can be justified but they didn't think it was necessary for a blanket restriction.

Previous traffic surveys show the worst areas for speeding are Church Road. CT requested that this is further researched. GA stated that a Facebook post had received mixed views on the subject. LL stated if the PC are thinking about doing this then they should register their interest now.

CT stated the PC can register interest but it needs copies of PC minutes approving the scheme and LL's support which she has given. LL stated she will speak to James Wright. Brian Watson (Upper Milton) is

going to canvas the opinions of all of Upper Milton as, to date, only a few of the residents had expressed an interest in a 20mph limit through the village.

14. MUW Springwatch (PW)

PW circulated a poster relating to a Springwatch activity – this can be circulated on social media and the PC website.

15. Future of the M&M Ecological triangle (Eco Area) (PW)

PW has met with Ann Berkley from Wild Oxfordshire. They have the funds to create the ponds and they would like to continue with monitoring and maintaining these. CT asked if the ponds will be open. PW confirmed they will be and be completely natural. The PC were in agreement that this could present a safety implication for children.

Regarding the future of the eco triangle, RH wants to continue with the maintenance of this. PW has spoken to Wild Oxfordshire and they have no objection to RH taking over the field. CT stated he would like to see the legal documents before any transfer takes place. PW will investigate.

16. West Oxfordshire Community Transport funding (PW)

JP state it would be useful to see the income and expenditure figures for the last three years to allow the PC to make a more informed decision on any possible funding for WOCT. CT also stated that Milton PC need to be made aware of what other local PC's are contributing as the transport serves many villages not just Milton. PW to investigate.

17. Correspondence (CT)

None

18. Jubilee presentation to youngsters (JH)

JH stated there was potential government funding for Jubilee events which could pay for the mugs expenditure – he will research.

19. Public session for non-Agenda items

Brian Watson stated he agreed that there are speed concerns in the main village but that Upper Milton was very different. Residents have funded their own speed checks and the introduction of a 20 limit needed to be endorsed by local residents.

20. AOB

GA asked the pump track to be added to the agenda for April.
LJ confirmed the village green bench had been ordered.
PW stated Philip Watson had sent him a detailed update on their tree planting.

Meeting closed 2115

MARC Agenda Item

1. MARC Cemetery maintenance –
PC granted MARC £3k to fund the legal process of converting the charity to a Charity Incorporated Organisation which the Charity Commissioners now say is not necessary. As the funding was a grant not a loan technically the MARC cannot directly repay the PC. As the Cemetery is still charity land, CT proposed using this grant to cover the upkeep of the Cemetery up to the value of £3k.
GA seconded
All in favour