Milton-under-Wychwood Parish Council

Wednesday 20th July 2022 at 7.30pm
Milton-under-Wychwood Village Hall

Minutes

Present:
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)
County Councillor Liz Leffman (LL)
Parish Clerk: Mrs L. Jacques (LJ)

12 members of public
Stephen McKenna – Community First Oxfordshire

1 Apologies for absence
Vice Chairman Glynn Allcock (GA)

2 Declaration of Interests
Jeff Haine – Planning & Village Hall

3 Proposal to approve the minutes of the June meeting
PR proposed
JH seconded
All in favour

4 Matters arising from the June meeting
4.1 NPSG – dealt with under Agenda item 7

5. Public session for all items relating to this Agenda
1
Philip Watson (PhW) owner of Calais cottage referred to Agenda item 7 – the NPSG and Local Green Space No 3, LGS3, being proposed stating he had written to JP again to raise his objection. PhW stated he did not wish for Calais field to be LGS3 and he asserted lack of consultation from the NPSG since May 2019.

PhW stated NPSG minutes suggested several cases of discussion with the landowner but PhW has never had a formal meeting with any member of the NPSG.

PhW recited that on 14th May 2019 the NP committee discussed that Calais field could be part of the LGS proposal but there was no follow-up consultation with the owners. The first letter to the owners was on 19th July 2021 - 18 months after the first mapping of green spaces.

PhW replied to NPSG following this letter stating that under no circumstances would PhW consider his Calais field to be part of LGS.

PhW stated that Government guidance makes it very clear that landowners should be contacted early on in the consultation process. Not all Landowners were not contacted.

PhW stated Calais field will remain a wild space and he will continue to further improve the space and is happy to do it on his own.

CT – confirmed receipt a copy of the letter from PhW dated 20th July 2022 sent to NPSG.

JP confirmed the site has not yet formally been submitted to the DC and in terms of public consultation, this took place in September 2021 after the NPSG wrote to PhW stating their proposal for submitting Calais field as a LGS.

JP stated he would cover the rest of the subject under Agenda item 7.

CT had previously queried how the NPSG can designate land if the landowner is not in agreement. CT's concern regarding this still stands.

JP stated it was the responsibility of the NPSG to make proposals and the responsibility of the DC's independent examiner to decide whether they are accepted or rejected. The NPSG can't designate anything without permission and approval from the independent examiner. They just provide the evidence to support the policies that are being proposed.

CT stated surely the evidence submitted should not be contested?

JP stated Steven McKenna can provide further input

2

Liz Watts (LW)– resident of St Jude's Meadow stated that at the moment the communal areas of the estate still belong to MM. Once it has been satisfactorily landscaped the areas will be handed over to the management company for maintenance and the Residents' Association will become landowner of the communal areas. LW would like to make the same point that it is the residents' land and is part of the estate not public land.

6. To receive the following reports:

6.1 Chairman's Report (CT)

Burial Ground 1

CT has had another meeting with Kingham Garden Services to share plans. The work so far is of a high standard which CT is very pleased with. The meeting revolved around the raising of the small sunken headstone to ground level.

Burial Ground 2

Mariam Baraki is still waiting for the formal transfer documents to be signed and returned from the Commissioners.

Scouts

CT has had another meeting with Jonathan Ayres re new HQ. He reports that Shipton are also looking for a suitable site.

Church Wall

CT has spoken to other stone wallers about the flaking mortar, and they have said that there will be some flaking especially if it has been repointed but it is nothing to be concerned about at the moment. New stone will dry out and shale which will cause some flaking of the mortar.

6.2 District Councillor's Report (JH)

JH stated there have been a number of complaints about excessive noise on St Jude's Meadow. This has been taken through the housing association and it is now with environmental control and housing.

6.3 County Councillor's Report (LL)

OCC have now published the schedule for when the 20mph speed limits will be installed. Upper Milton will be this autumn. There will be more detail in the next few weeks.

LL had a positive conversation with GWR last week. She has been pushing for a long time for more trains to stop in this area. GWR are reviewing their timetables.

With regards to the water outage in the Burford area LL was very pleased Thames Valley dealt quickly with the situation. It is of old infrastructure that needs replacing. The Senior management at Thames Water know they need to make improvements, and LL needs to keep pressing them. There will be a conversation with all agencies sometime this year which the PC will be invited to.

The Bus manifesto has now been published.

CT queried the possibility of a chicane at the pedestrian exit of St Jude's as it is a dangerous crossing area for pushchairs etc.

7. NPSG Update (JP)

MuW Neighbourhood Plan 2031 and supporting documentation for review and authorisation to submit to WODC

JP welcomed Paul Young to the meeting and thanked him for the work he did as NPSG Chairperson from the beginning.

JP referred to the NPSG list of documentation for submission to the DC and that Stephen McKenna, CFO will be making a presentation on the proposed Plan and reporting on his recent dialogue with landowners.

JP stated with regards to the financial aspect the NPSG has received Grants of £9900 out of the £10000 that could be claimed; £100 has been foregone due to queries that arose with the final grant application and the need to modify the application.

CFO have been engaging with some landowners and NPSG wish to reimburse CFO for that and their costs for attending tonight.

JP proposed that the costs of £715 + VAT are paid from the NPSG budget of which £2700 remains.
CT seconded
All in favour

JP stated that ½ hectare had been removed from the LGS5 on Green Lane to help accommodate the fact that OCC feels it could need its land on Green Lane for further redevelopment in future.

The NPSG consulted with the DC this week and the DC are happy with the list of 26 Submission documents proposed.

The NPSG will be submitting the NP and 12 supporting Appendices and the Consultation Statement with 11 supporting Appendices to the DC. Appendix 12 is the Landscape and Ecological Management Plan for Calais field. JP stated the Basic Conditions Statement to be submitted demonstrated the NPSG have met all criteria. This statement was drafted by Tom McCulloch, CFO who has been involved since the beginning. The statement will include any amendments from this evening's meeting.

JP stated the LGS assessment is Appendix 6 in the NP. There is also a list of all individuals' email addresses to be submitted to the DC who wish to be kept in touch of the progress but for GDPR reasons do not wish to be published.

Stephen McKenna (SM) began his presentation:
The Neighbourhood Area was designated by the DC 5 ¼ years ago.

SM has looked at and reviewed the policies in the plan and areas that could make it distinctive and resilient. SM stated the procured basic condition statement is in compliance with the national planning framework.

SM clarified that with regards to Local Green Spaces – where the public sector owns the lands it doesn't fall under LGS. The purpose behind the LGS isn't just to stop development but to look at land that is loved and used by the community. New developments keep coming so it is important for LGS to do this and ensure green spaces area protected.
Regarding the objection to Calais Field. SM met with PhW and looked at the LEMP. SM stated one never knows what happens in the future hence the request for a LGS.

SM discussed PhW's objection to see if there was room for manoeuvre but at this stage there is a none.

SM stated the NP is constantly live and as Calais Field matures there is a possibility of reviewing this in the future but at the present time the land will be proposed.

SM stated with regards to legal process, if there has been a problem with process then it can be explored.

CT queried, if the landowner is not happy for their land to be designated, should it be included in the NP?

SM stated that private land shouldn't be a material factor. The reality is, it is the land that the public use and enjoy that supports the designation. SM stated if the land is designated it doesn't have to affect current designation. If the examiner doesn't agree with the land being designated then it isn't.

SM continued with regards to LGS5, this is OCC land and is vulnerable land. OCC may have limited some rights of access. The Council may want to develop the land.

Liz Watts (LW) raised a comment regarding proposed LGS4 comprising the green space around and associated with St Jude's Meadow. JP responded stating he would like to make sure the residents of St Jude's Meadow are aware of the LGS proposal. The NP proposed the green spaces around the edge of St Jude's Meadow and strip down to Simmonds Brook.

LW stated the residents were not aware or consulted that this was being designated and questioned the designated of a public footpath – the residents were not happy with this.

SM – Stated a designated LGS can't grant more access than is already there.

JP – said that with regards to the eco-triangle, MM as the current owners are happy for it to be designated as LGS.

JP is happy to deal with the residents association if they are legally registered as owners of the land.

CT stated this is a dialogue that needs to continue, but not here, and that was no reason why dialogue can't start now.

PhW stated SM was the first person that consulted directly with PhW regarding the proposed LGS a month ago.

JP replied that colleague Pat Ward wrote to PhW on the 19 July 2021 by email and signed delivery and was signed for by the Watson household on 21 July 2021. JP accepted this was the first time the NPSG formally notified PhW.

CT stated again this discussion needed to continue but not at this meeting.

JP proposal:
Proposal – on behalf of the NPSG we would like to propose to the PC that in August the NPSG submit the NP and all accompanying appendices, the Consultation Statement and all accompanying appendices and the Basic Conditions Statement to the District Council. (all information provided to PC prior to the meeting). The NPSG seek leeway for typographical errors that need to be rectified and authorisation of inclusion of communications that may be received from third parties prior to submission.
JP proposed to ensure documents are proof read correctly during the month of August. The DC are ready to receive the documentation and have confirmed this will satisfy their requirements and have forewarned the NPSG that, following a six-week formal consultation period, the work of the Examiner could start in October**.**
JH stated he is not entirely happy as there were clearly issues, stating JP and the NPSG should consult with individuals raising concern and there was no point rushing the process.

CT stated if there is a chance for further discussion this should take place. CT would also like the PC to view the final copy of the submissions plus any further updates before it goes to WODC.

PR agreed with JH stating he would give concern if he owned land and something was being proposed without his agreement. PR stated there were ramifications of decisions made tonight.

SM stated the examiner is looking at the wider public interest when looking at the NP and takes everything into account. If there were strong objections to the plan it can be changed. SM stated the PC can't tell a private landowner what to do with his land.

JP stated it is unreasonable for the NPSG to be asked replace or revisit LGS4 at this stage.

CT referred back to JP's proposal asking if the PC agree to proceed on the proviso that those concerned with the proposals for LGS3 and LGS4 are part of the ongoing discussion, the proposal being submitted to OCC contained all documentation as evidence, and any further correspondence from residents of St Jude's Meadow and the owners of Calais Field to be included.

GS seconded
PR stated that he is against and 1 more month would have been ideal.
JH queried whether the recent letter from PhW will be submitted and asked if the NPSG have sought a legal opinion.
GS reminded JH that this was just a proposal at this stage.
Motion carried

8 S106 Update (CT)

Regarding the tennis courts improvements this has now been accepted following a legal review by the Council. The price has increased since the initial application and is now £36910+VAT.

CT proposed the new figure be accepted, PW seconded it, all were in agreement.

As this was previously approved by the PC, CT signed the paperwork from Caloo and the S106 Application to WODC Infrastructure Payments.

The request from the Baptist church was rejected as invalid. GA has raised this with the DC.

With regards to the Art work grant, GA has contact MM to explore whether the arts project has to be situated in St Jude's. This is being explored.

There was a request from Wychwood Bods for funding but it doesn't meet s106 criteria. This will be dealt with under S137 grants.

9. PC Insurance (CT)

9.1 Proposal to approve the PC insurance for a further year

CT stated that three quote have been received from Aviva, Forum Insurance and Zurich. Forum was in excess of £2000. Of the others, Zurich had a more comprehensive policy. The current quote of £1723.80 is for one year. LJ will request a quote for 3 years which should reduce the policy cost.

CT proposed, owing to there being no PC meeting in August, the due date, that on the basis that Zurich and Aviva were more or less the same price, and with a proposed reduction in price for a 3 year commitment and a redefined policy, that the PC proceed with Zurich.
JH seconded
All in favour

10. Village Green (PR /JH)

10.1 – Update on tree maintenance (RB)

RB has received a further quote for additional tree work, 1 - on the Green which was missed, and the 2 - churchyard which is necessary due to encroachment on cables. The quote received was £1608.41 +VAT. This is work that needs to be done as a matter of priority.
RB proposed that the work to the trees is concluded by treetech
JH seconded
All in favour

JH stated the fair is arriving this week.

Dog fouling signs arrived

PR has oiled the swings and cleaned the graffiti in the playground and has spoken with Kevin Grant regarding removal of the tree roots and overgrown grass by the hard play area.

There was a local 'meet up' of youths last night which caused some noise disturbance into the early hours but some did return in the morning to clear up the litter.

11. 20mph Application MUW (GS/GA)

11.1 Proposal to support a consultation with regards to submitting an application for 20mph speed limit through MUW

GS and GA thought it would be appropriate to consider 20mph in the Milton area. Using the criteria there are lots of areas that could qualify but the area could become quite fragmented.

GS stated one approach would be to have a 20mph limit at each entrance to the village.

CT had tried to speak with Shipton PC about a joint reduction along Shipton Road 'school run' but has received no response.

JP would support the process.

JH stated there have been no accidents in Frog Lane and he believes it is a waste of time and it doesn't make sense to waste public money.
PR agreed.

GS reminded the PC that this was a **proposal to proceed with a consultation with villagers and re-minded the PC that the OCC are actively promoting 20mph zones at the moment.**
CT agreed that he is happy for this to proceed.
JP seconded
All in favour.

12. Planning (PW/PR)

PR asked if there had been any application submitted regarding Dashwood House. JH will explore.

13. Discretionary Grants (S137) (CT)

13.1 – Wychwood Bods

CT referred to the application from Wychwood Bods for a grant under S137.
JH stated it was a worthwhile organisation and they do very well. They put on an excellent display at the fete.
CT proposed a donation of £1000 to Wychwood Bods
JP seconded
All in favour

14. Accounts (JP/CT/GA)

14.1 To approve the June Receipts, Payments and End of Month bank reconciliation

PW proposed
PR seconded
All in favour

June Receipts				
			TOTALS	***1,221.00***
Date	Description	Name	Method	Amount
01-June	Pound Parking	Hissey & Bloy	BACS	£39.00
01	Pound Parking	M & L Stacey	BACS	£91.00
01	Pound Parking	Light	BACS	£91.00
08	Cotswold Assistance	Armstead	BACS	£1000.00

June Payments			
	TOTALS		£11,956.90
Date	Description	Payee	Amount
1	Council Tax	WOCT	£379.60
1	Council Tax	WOCT	£67.77
7	Materials	Alfred Grove	£28.93
7	Weedkilling	Prysebros	£444.00
7	Village Hall Rent	MUWVH	£20.00
7	village Hall Yearly Rent	MUWVH	£300.00

7	Village Hall Rent	MUWVH	£20.00
7	Weedspray	Prysebros	£432.00
20	Tree Felling	Treetech	£4,308.41
20	Library Grant	OCC	£2,301.00
20	Library Grant	OCC	£2,301.00
20	Printer Ink	Amazon	£56.16
20	Antivirus	Mcafee	£35.99
22-Jan	Bank Charges	HSBC	£8.00
22-Jan	Fouling Signs	Arien	£202.80
30-Jan	Lengthsperson Salary	MR	£377.84
30	Clerk Salary	LJ	£673.40

Bank reconciliation as at end of June		**TOTALS**
Opening Cash Book		**£42,920.72**
Add Receipts		£1221.00
Less Payments		£11956.90
Closing Cash Book		**£32,184.82**
Add: Unpresented credit		£0.00
Less: uncleared cheques		£0.00
Current Account		£32,184.82
Difference		£0.00
Investment Account		
Money market		
Balance as per statement		**£32,184.82**

14.2 – MUW Platinum Jubilee Committee Provisional Results

JH stated the final figures have not been concluded but will be ready for the September PC meeting.

15. Internal Audit & AGAR (CT)

CT further briefed the PC with regards to the internal audit results stating there are some administrative areas to revisit and a Finance meeting should take place before the September PC meeting.

16. Jubilee (JH)

16.1 - Proposal for the PC to absorb the small financial loss as a result of the Jubilee fete

JH stated this will be deferred to September.

JH stated the PC should thank Alan Allday and the committee for organising the Jubilee and fete. PR stated he totally agreed and hoped the PC look favourably at any losses made by the Jubilee committee. CT will write a letter of thanks.

17. Correspondence (CT)

None

18. Public session for non-Agenda items

Chris Seviour MOP asked for an update on the pump track – CT stated there was no further update at present – no new movement.

CT stated once the tennis court improvement works have taken place then further work should be carried out on the area between the courts and perimeter hedging to help prevent large congregations.

19. AOB.

JH had received complaints about grass areas on the Sands – PR will address
Large grass area on Elm Grove needs tidying.

Meeting concluded 2131hrs