Milton-under-Wychwood Parish Council

Milton under Wychwood Parish Council meeting 16th November 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)
4 members of the public

1. **Apologies for absence**
   County Councillor Liz Leffman (LL)

2. **Declaration of Interests**
   JH– VH and planning
   JP – Wild Gardens

3. **Proposal to approve the minutes of the October meeting**
   PR proposed
   PW seconded
   All in favour

4. **Matters arising from the October meeting**
   4.1 – Toddler play equipment – The 1st Wychwood's Scouts attended following Remembrance Day and did a great job of cleaning the equipment. CT will send a letter of thanks. LJ will make the £50 donation on behalf of the PC to the 1st Wychwood Scouts.

5. **Public session for all items related to this Agenda**
   MOP raised the 20mph speed limit questionnaire stating she believed the 20mph was not required. There had been no bad accidents in the village since the 80's and she felt safe walking on the road weekly. MOP was not confident that the speed limit would be adhered to. CT stated this would be discussed further in Agenda item 9.

6. **To receive the following reports:**
   6.1 Chairman's Report (CT)

LJ suggested to address auditor's concerns over repeat application a Repeat Application Form is needed which has now been created. All forms are now on the Village website- miltonunderwychwood.org

Official website: At the moment the PC site is being populated with PC Agendas and Minutes where as the Village site is being populated with these plus all other business. CT has created links between both websites to make access between both easier.

Woodland Walk: All the tree guards have now been removed from above the lowest branches to allow the trees to spread but still keeping the lower trunks protected from rabbit and hares.

PC Gov website domain name has been renewed as there is still information on the PC website that is being accessed from outside agencies. Unfortunately it is a 2yr renewal but we are not ready yet to lose the PC website.

NALC have issued their pay award backdated to 04/22. LJ is on SCP15 which amounts to backpay of £291. CT will contact the payroll company and instruct them to add the backpay.

Christmas tree is requested for the w/e of the 2nd/3rd/4th Dec.

CT has been updating the cashbook software and reduced some of the headings to make it a little bit less unwieldy and added more formula to assist cross referencing.

CT was invited to the Scouts AGM. There are now about 100 young people in the group and almost another 80 on their waiting lists. HQ to be discussed later.

LJ's pc has been serviced and is now working better so new replacement not needed imminently but CT suggests that if it fails again then the PC would need to look at a replacement.

6.2 District Councillor's Report (JH)

Ubico have been complaining about the high level of contamination in recycling bins – a letter of education should be sent to residents soon rather than change the system of collection as suggested.

6.3 County Councillor's Report (LL)

The 100k fund for local warm spaces is now available and details have been sent to John Witts. Grants can be applied for until November 21st.
The OCC budget consultation is going live. Savings of £44million need to be made and residents are encouraged to provide feedback.

7. Scout Hut HQ (CT)

7.1 - Proposal – CT proposed that while the scout group still look for new sites for their HQ, the possibility of using a strip of MARC Charity land behind the burial ground is explored.

GA stated anything the PC can do to support the scouts is positive and should be encouraged. Concerns were raised regarding parking issues, Commissioner's agreement, and Cemetery needs in years to come. CT stated all concerns would be looked at and this is in the very early stages of exploration. There is still the planning application to go through.

GA proposed
PW seconded
All in favour.
CT will report back to Jonathan Ayres.

8. S106 Update (GA)

8.1 – Update on Arts Project
No further updates
8.2 – Update on tennis court project
GA is meeting with Caloo next week regarding concerns with the tennis court works and will report back. PR is still investigating the purchase or a tennis net and moveable posts.

GA stated WODC have refused the S106 application from the Baptist Church citing that funds cannot be used to 'resolve existing problems elsewhere'. WODC stated other forms of funding may be available which will be explored by PC.

9. Update on results of proposed 20mph speed limit consultation and proposal to proceed with application through OCC. (GA/GS)

GA stated there were 192 responses to the online and paper survey.

135 households were in favour of a 20mph in the whole village
16 households were in favour in limited areas
41 households wanted to retain the 30mph status

GA stated there were various comments received (circulated to Councillors)

JH stated he felt the survey was biased towards pushing for a 20mph limit and there will be a cost to the public. GA reminded the PC that the questionnaire was brought to PC in October. PW was in agreement for the reduction stating Jubilee Lane and High Street has regular speeding. CT's concerns were the junction of Frog Lane and Shipton Road especially during school hours.
CT stated he had spoken with James Wright from OCC regarding the possibility of a chicane near St Jude's however due to the layout and house owners parking spaces this wasn't feasible.
The PC were in agreement that should an accident happen and the 20mph not be applied for it would be a regret.

GS proposed the PC respect the survey results and apply for a 20mph speed restriction in the village.
JH - against stating even 20mph is too fast near the school but a blanket 20mph doesn't seem appropriate.
6 in favour
Motion carried.

GS stated this application would be in the 3rd tranche for 2024.

10. Village Green (PR)

10.1 – Update on course of action to repair damage by toddler swings and toddler boat.
PR will speak with Hickmans and Robin Perry to get a quote for remedial works and update.

11. Planning (PR/PW)

11.1 – 22/02743/HHD – The Homestead, Frog Lane – No Objection
11.2 – 22/02894/HHD – The Ferns, High Street – No Objection
11.3 – 22/03038/S73 – Lansdowne, Bruern Road – No Objection

12. Christmas 2022

The PC were in agreement for the Christmas tree to be erected the first weekend of December. CT will speak to Bruern Farms.
GA will speak to the owners of the Old Post Office, Caroline and Kevin Phelan, regarding provision of mince pies and mulled wine at the Christmas Eve carols . This will take place on the 24th December at 18.30.

CT proposed a payment of £75 to the Phelan's to cover electricity for the Christmas tree and event.
JH seconded
All in favour

GA will speak to the Hare.
JH will contact John Witts and Anne Hartley re service and format of carols.

13. Commemorative Benches update on research (GS)

GS updated the PC on the quotes circulated – all for sustainably sourced teak benches. GS recommended proceeding with the quote from Garden Benches.
PR in favour.

JP raised the possibility of applying for S106 funding for the two commemorative benches as it appears to meet criteria. GA will investigate and report back before orders are placed.

14. Draft Budget 2023-24 (JP/CT/GA)

JP commended CT's workings on the cashbook.
Working on the current S137 totals until the 2023 figures are published, looking at the income and expenditure which are balanced it justifies the keeping the precept request at £54000.

14.1- Proposal to agree the draft budget for the purposes of precept setting which will remain as a draft budget until January 2023.
GS proposed
GA seconded
All in favour

CT will upload to both websites.
JP stated the budget will be finalised and a three year rolling plan set at the January meeting.

14.2 - Proposal based on the current agreed draft budget that the Precept for 2023-24 is £54000.
JH proposed
PR seconded
All in favour

LJ will submit the application to WODC when received.

15. Discretionary Grants (S137) (CT)

It was agreed that the process for repeat applications needs to be reviewed and all repeat applicants must now submit an application when requesting funding. This will not be as detailed as the new applicant form but does require updates on what funding has been spent on, reasons for requesting further funding and a short background in to the organisation. All future applicants will be required to complete these new forms. (Available online)

15.1 – Wychwood Day Centre
JH proposed a £500 grant now the Day Centre is up and running post covid.
PW seconded
All in favour

15.2 – Wychwoods History Society
PW proposed a £500 grant to the society – in line with the amount requested from Shipton and Ascott UW.
PW proposed
PR seconded
All in favour

16. Accounts (CT/JP/GA)

16.1 To approve the October Receipts, Payments and End of Month bank reconciliation
PR proposed
PW seconded
All in favour

A	B	C
Bank reconciliation as at end of October		**TOTALS**
Opening Cash Book		**£87,910.35**
Add Receipts		£208.77
Less Payments		£14259.49
Closing Cash Book		**£73,859.63**
Add: unpresented credit		£0.00
Less: uncleared cheques		£0.00
Current Account		£73,859.63
Difference		£0.00
Investment Account		£34,336.95
Money Market		£0.03
Balance as per statement		**£108,196.61**

October Receipts

			TOTALS	*208.77*
Date	Description	Name	Method	Amount
4th Oct	Fete Donation Refun	MUW Jubilee Fete	BACS	£133.77
21-Oct	Vendor Fees	Pitstop	BACS	£75.00

October Payments

	TOTALS		£14,259.49
Date	Description	Payee	Amount
13-Oct	PAYE	HMRC	£244.00
13-Oct	MUW Village Hall S106	MUWVH	£2,424.59
13-Oct	WODC Bins	WODC	£100.15
14-Oct	MARC Cemetery Transfer	MARC	£8,000.00
18-Oct	Treemendously Wild S106	Treemendou	£1,000.00
21-Oct	Wild Gardens S106	Wild Garden	£500.00
21-Oct	Fuel Grant S106-Baptist Churc	Wychwood E	£500.00
21-Oct	Monthly Bank Charge	HSBC	£8.00
31-Oct	Wordpress Website MUW	CT	£85.00
31-Oct	Fasthosts Domain MUW	CT	£19.19
31-Oct	Littlestock Brook Monitoring	Meteor Comr	£162.00
31-Oct	Lengthsperson salary	MR	£184.18
31-Oct	Clerk Salary	LJ	£536.45
31-Oct	Bin Bags	Alfred Grove	£15.93
31-Oct	External Audit	Moore	£480.00

16.2 – NALC agreed pay award. CT updated the PC that the NALC national pay award has been agreed. This means an increase of £1 per hour backdated to 1st April 2022.

16.3 – Clerk annual review November 2022. CT has circulated a letter to FinCom and will update the PC. LJ has had a review with CT and discussed current workload, hours and overtime. LJ is satisfied with the role even though it is expanding and more hours than contracted to do are being done. CT recommended not increasing LJ's hours formally as they are not consistent over the year but allowing for overtime which is at the same rate.

17. Correspondence (CT)

none

18. Public session for non-Agenda items

MOP stated she did not believe the 192 respondents for the 20mph consultation was representative. GA stated all households were given an opportunity to respond. 4 MOPs attended this meeting.

MOP stated the drains are becoming blocked with leaves following the heavy downpours.

19. AOB

- OALC have circulated updates with regards to reviewing the Emergency Plan. JP will explore with GA.
- GA is still working on the risk assessment.
- Regarding the NHP Regulation 16 Consultation, JP reported that WODC have received five representations of which those from OCC, WODC (internal) and Thames Water were

substantial. They have been posted on the WODC website and sent by WODC to the examiner.

- GA reported some washout of the Woodland Walk gravel path from recent heavy rain. CT agreed to investigate.
- PW reported the extension of the late Queen's Canopy Project to March 2023 and planned to consult with Ann Berkeley, Wild Oxfordshire for ideas. PW also reported there were still some funds left from the M&M sponsorship of tree planting in the Eco area. These may amount to £800.
- PW reported the Wychwood Forest Trust participation in National Hedgerow planting Initiative and he thought this could appeal to three farm businesses that operate South of the main village.

Meeting concluded 21.09