Milton-under-Wychwood Parish Council

19th April 2023

Milton Village Hall

Present:
Vice-Chairman Glynn Allcock (GA)
District Councillor Jeff Haine (JH)
Councillor John Pratt (JP)
Councillor Peter Rawlins (PR)
Chairman Graham Smith (GS)
Councillor Chris Trotman (CT)
Councillor Pat Ward (PW)

County Councillor Liz Leffman (LL)

Parish Clerk: Mrs L. Jacques (LJ)
2 members of the public

Minutes

1. **Apologies for Absence**

   Councillor Rod Blackman (RB)

2. **Declaration of Interests**

   JH – Village Hall and Planning

3. **Proposal to approve the minutes of the March PC meeting**

   JP proposed

   PW seconded

   All in favour

   Proposal to approve the March EGM

   GA proposed

   PW seconded

   All in favour

4. **Matters arising from the March meeting**

   4.1. – Eco area – Solicitors transfer – dealt with in Agenda item 7

   4.2. – Toddler swing damage – dealt with in Agenda item 9

5. Public session for all items relating to this Agenda

None

6. To receive the following reports:

6.1. – Chairman's Report (GS)

GS attended the Wychwood Library Partnership Group on 18th April.

6.2. - District Councillor Report (JH)

WODC continue to receive a lot of complaints with regards to sewage and MUW is the worst performing area for sewage leaks. Difficulties continue with regards to Thames Water resolutions.

The Classic Car Museum in The Tews is going ahead. A further application was submitted and has been approved and building is underway. This will be a ticket only attraction.

6.3. – County Councillor Report (LL)

The new verge policy is now live. OCC are also looking into developing an air quality policy to improve particular pockets of poor quality (including Witney and Chipping Norton) by better monitoring and reducing emissions.

The new budget is now in play. Money has been allocated to fund community bus services. WOCT are looking in to the possibility of an electric bus and funding will be required for this.

The £2.3million cost of living budget is now operational. The aim being to support those on housing benefit and struggling with Council Tax. People can now apply for this.

The planning application for Diddly Squat car park will be heard at a planning meeting in June. To do nothing is not an option. OCC is in favour of the car park, and AONB are also in support.

Pothole repairs have begun. There is £3.7 million from extra Government funding allocated to this, but the total budget is still short of what is required.

PW queried the 20mph speed limits and current legislation. LL confirmed that at present the 20mph zones are advisory but that the Government is considering making them compulsory.

CT queried the Burford Bridge lack of parapet repair work – LL will look in to this.

7. Eco Area (PW/JP)

PW has received the letter of engagement from Lee Chadwick Solicitors and will contact them to clarify what is still required and request all responses in writing

8. S106 Update (GA)

GA has received an email from Chris Hargreaves to confirm the funds have been released for the QE11 and KC111 benches.

LJ will send GA the invoice for the tennis net and quotes from Playdale for swing resurfacing to see if they qualify for Section 106 funding.

CT stated that if the S106 team at WODC do not allow the applications then MARC have funding available for leisure improvements.

9. Village Green (PR)

9.1. – Update on swing repairs. LJ received information from Bledington PC as to the cost of the swing resurfacing which is in line with the Playdale quote. GA will research with PR.

9.2. Update on tennis court – dealt with in Agenda item 8.

9.3. – Update on surface beneath toddler swings – a quote was sought from Playdale for installing a new surface – as above under item 8.

10. Bus Shelter (GS)

All were in agreement that some remedial work is required to the bus shelter with further consideration to be made regarding any further improvements.

GS proposed painting the bus shelter in the interim.

CT seconded

CT will ask Steve Whiting for a quote and ask whether they have capacity to carry out the work.

Nb: Steve Whiting thinks there is sufficient Weathershield in store to give the walls a fresh coat. Roof need professional attention

11. Planning

11.1.– 23/00754/FUL – Hillborough House, MUW

This is a change of classification. The B&B has not been used for 4 years.

PW proposed no objection

PR seconded

All in favour

12. Accounts (JP/GA/CT)

12.1. Proposal to approve the March receipts, payments and end of month reconciliation

JP proposed

PR seconded

All in favour

12.2.Proposal to approve the Q4 accounting statements

12.3.JP stated the PC managed to increase spending of s137 funds. The savings account is now benefiting from the high interest rates.

The PC have underspent by 5K.

GA proposed approving the Q4 accounting statements

PR seconded

All in favour

12.4. Proposal to approve the Annual accounting summary

GA proposed

PR seconded

All in favour

13. Payroll services review (JP)

JP proposed agreeing the increase in fees from £60 to £66 per quarter for accounting fees by CAA Accountancy (Following an email on 21st March) be approved but CAA Accountancy be asked for an agreement of a two year freeze on fees.

JH seconded. All in favour.

LJ will contact CAA accounting to request an agreement for a two year freeze.

Nb: CAA Accounting emailed on 25/04/23 to confirm a payment freeze for two years.

14. S137 Grants (GS)

None

15. NPSG Update (JP)

WODC has advised that the Parish Referendum for the NP is likely to be held by Electoral Services on 22/06/2023. WODC is editing NP documentation to meet the requirements set by the Examiner. NPSG requested that the edited documentation be provided to the Parish Council for fact check before publication of the documentation on the WODC website. Cllr Smith reported the status of the NP development in The Wychwood Magazine April-May 2023.

Still some budget to spend on the NP but the NPSG don't foresee spending it.

JP stated that encouragement for the community to vote is required.

16. Cemetery and Field Update (CT)

CT has no further update from the Solicitors. The head of the firm is investigating and will update CT asap.

The Charity Commissioners has allowed MARC to sell the land to the PC which has taken place and CT is awaiting to hear if the scheme document sent is draft or permanent.

17. Scout HQ Update (CT)

CT is still in communication with the Scouts regarding potential Scout Huts. CT is hoping to have a meeting with Jonathan Ayres and the Chair of Wychwood Scouts to get a further update on their requirements and suitability.

JH is fully supportive of the Scouts but has concerns as to the suitability of the land adjacent to the Cemetery. CT noted this is in the early stages and the application will need a coherent proposal for consideration once a suitable location is found.

18. Update for King's Coronation celebrations (JH)

JH provided LJ with a poster which she will circulate on social media. CT will update the Village website.

The banners have been received and have been put up. The event will be free of charge with three free rides for children provided as well.

19. Risk Assessment and Emergency Plan Review (JP/GA)

GA provided the PC with copies of the Emergency Plan and requested Councillors to read and provide any amendments where appropriate. GA will collate and update the Emergency Plan when all updates have been received. This will be submitted for approval in the May PC meeting.

The Risk Assessment has been circulated and although it is detailed and thorough, work is required to ensure the risks that have been identified have been mitigated. The risks need prioritising in order of urgency too. Further work is required to ensure this is updated by the end of June 2023.

20. Proposal for decision on PC contribution towards tree maintenance on Church Road adjacent to (GS)

Following the email from MOP requesting tree maintenance of the PC trees bordering their property of The Old School House, the PC agreed that any branches overhanging their property may be removed at their expense.

The tree on the west side of the property is not to be touched as this follows a pattern of tree lines along Church Road.

The PC will clarify when the next tree survey is due and following the results of this will carry out any tree maintenance that is required at the PC's expense.

LJ will send a holding email. RB to clarify when the next tree survey is required.

Nb: CT reported that trees along western front, pavement side, were survey in 2022, Next survey 2024

CT proposed the course of action above

PR seconded

All in favour

21. Proposal to agree remedial work for wear to Cemetery Gate (RB)

RB not present. RB is awaiting an update with regards to repair quotes for the gate.

22. Proposal to approve CWC for the 2023 weed spraying season (GS)

JH proposed continuing with the services of CWC.

PR seconded

All in favour

23. Correspondence (GS)

A further email has been received regarding the Church Wall and deterioration of recent work carried out. CT confirmed the work was signed off by the Diocese Architect. GA suggested contacting Roger Montomerie regarding the Church Wall and attending to assess the state of it to ensure that it is safe and poses no risk. CT will contact Mr Mongomerie.

24. Public session for non-Agenda items

MOP commended the PC on the new bench by the Old Post Office. Thanks to the Milton volunteers.

25. AOB

LJ requested that MR be provided a replacement hi-viz which is also waterproof as the current one has aged. All in favour.

JH – asked about the arts project following a conversation with the artist's partner to the effect that the model sheep are almost completed. GA will contact Sophie, the artist to clarify the situation.

GA

- Weeds and grass is encroaching the rubber matting surrounding the play equipment on the village green. PR will speak with Kevin Grant to request this is tidied up.
- White lines are needed between Alfred Groves and the Coop to prevent some parking and ease congestion. LL suggested James Wright come and review this. GA will contact him.

PR

- Stated the area near the table tennis table and the tennis courts needs attention and possibly fencing off whilst it is so flooded.
- Queried the new gate that has been created by a property in Upper Milton. JH will investigate
- Could the bench on the Lyneham Road have the same treatment as the one by the Old Post Office? Apparently not, it has been damaged beyond repair by a tractor

CT

- thanked the PC for their generous gift.
- will not be able to attend every PC meeting whilst undergoing treatment. He is happy to carry on but it is for the PC to decide . PC in full support of CT continuing in his role.
- What is the status with Dashwood House? JH reported that WODC planning enforcement officer has visited Dashwood House and will report back on their findings.

PW - queried the garden room that can be seen at one of the properties on St Jude's. JH will look in to this.

GS

- queried whether the resurrection of the MUW newsletter is needed. A discussion was had but it was decided a drop down menu for 'latest news' be created on the Village website.
- The Wychwood Magazine has requested an article for the next edition. GA will provide an article on S137 and JP will write regarding the NHP Referendum, GS will then submit a composite article.
- GS will be on holiday for the May meeting. GA will Chair the meeting.

Meeting concluded 2108hrs

MARC Agenda

Trustees
Glynn Allcock (GA)
Jeff Haine (JH)
John Pratt (JP)
Peter Rawlins (PR)
Graham Smith (GS)
Chairman Chris Trotman (CT)
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1. **Proposal to agree way forward with regards to the allotment field**

   The Field Rent remains unpaid.

   PR suggested awaiting payment and then agreeing a plan moving forwards.

2. Year End Accounts – All in favour of approving the End of Year Accounts. GA requested site of the full cashbook.
3. AOB - none