# Milton-under-Wychwood Parish Council

**15th March 2023 at 19.30hrs**

**Milton Village Hall**

## Minutes

**Present:**
Councillor Rod Blackman (RB)
District Councillor Jeff Haine (JH)
Councillor Liz Leffman (LL)
Councillor John Pratt (JP)
Councillor Peter Rawlins (PR)
Chairman Graham Smith (GS)
Councillor Pat Ward (PW)

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

1. **Apologies for absence**
   Vice Chairman Glynn Allcock (GA)
   Councillor Chris Trotman (CT)

2. **Declaration of Interests**
   JH - village hall and planning

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

4. **Matters arising from the February meeting**
   4.1 – Salt bin Upper Milton – OCC are looking in to who carried out the recent work and once identified the run off trenches will be reinstated. This should improve the drainage in UM. LJ will update the MOP.

   4.2 – Pound Parking – the outstanding debt has been settled and the tenant has given written notice of termination. One space is now vacant. LJ has contacted a previous applicant but no update as yet. LJ will post the vacancy on the website and social media.

4.3 – Update from solicitors re Eco area. LJ has contacted the solicitor's but no further update. PC suggest a formal letter to the solicitors to request some action and an update as little has progressed in three months. LJ to deal.

## 5. Public session for all items related to this Agenda

MOP queried plans for the King's Coronation – dealt with under Agenda item 18.

## 6. To receive the following reports:

### 6.1 Chairman's Report (GS)

GS has requested an update from OCC regarding the 20mph zone in UM and MUW. This will be impemented in May/June 2023 with Ascott and Shipton (assuming they request a 20mph limit) following in July.

GS is meeting with Brian Leach, Ascott UW Chairman and will update the PC.

GS is attending a Wychwood Library Partnership Group meeting on the 17th April.

### 6.2 – District Councillor's Report (JH)

The hearing regarding the Diddly Squat planning application took place on Tuesday 14th. There were serious concerns from WODC with regards to the safety of staff and WODC was locked down for the meeting. The Planning Inspectorate is expected to take a couple of weeks to decide the outcome.

### 6.3 – County Councillor's Report (LL)

The Budget was passed last month and comes in to effect on 1st April. OCC will receive £2.3million to fund cost of living support. The £400 rebate for energy costs is not continuing.
All households who qualify for the household support fund have been contacted by letter.

Grants for careworkers will be available up to £2000.

Verges and vegetation were discussed at cabinet and a policy has been created with the aim of improving biodiversity on road side verges, keeping footpaths and cycle routes accessible and ensuring good visibility at junctions.

The 5 year highways network management fund comes into effect in April – this will be additional funding of £3.7million for pothole repairs.

The higways maintenance contract ends in 2024 and OCC are reviewing this.

The resurfacing of Shipton Road has been scheduled for next year.

## 7. S106 Update (GA)

JH will follow up with the S106 team to request an update on whether the HRH benches will satisfy S106 criteria.

## 8. Village Green (PR)

8.1 - Playdale attended in February to carry out the repairs as identified by ROSPA. Some equipment springs couldn't be tightened as the springs were perished and any further tightening would have broken them. Playdale confirmed this was not a safety issue at present as the play items are still working but the springs are past 'serviceable'. Playdale have provided a quote for replacement of these items but no immediate work is required.

8.2 - Signage for tennis court – PR circulated three quotes for court signage. PR proposed approving the signage and proceeding with ordering 4 signs from Arien Direct Ltd at a cost of £106.20.
JP seconded
All in favour
LJ to order the signs

8.3 – Quotes for tennis nets. PR circulated three quotes for the tennis net (approved by S106 team). PR proposed approving the tennis net quote from Networld Sports for £733.15 and reclaiming the cost under S106.
JH seconded
All in favour

PR proposed approving Martin Harris to amend the net with wheels to allow it to be moved easily at a cost of circa £400.
JH seconded
All in favour

8.4 – A discussion was had regarding the replacement of the rocking horse and installation of new 'timber snake swing'. The PC chose not to proceed.

The PC agreed the toddler swing surface and rocking horse surface needed attention but the circa £5k quote from Playdale was excessive. The PC voted to enquire with Caloo re resurfacing costs and bring the discussion back to PC in April.
JH will also enquire with the S106 team as to whether the resurfacing repairs would be covered under S106.

## 9. Proposal to approve the Budget Revision 2023-24 following an update in expenditure limit per elector from NALC (Chairman/JP)

JP updated the PC that a budget amendment was required in order to take in to account the recent NALC publication of the S137 expenditure limit of £9.93/elector, based on 1508 electors currently registered. This has increased the annual expenditure forecast for each respective year by £1,700.

JP updated that due to staff pay adjustments of circa £500 the total cost of salaries required an increase to £12000.

JP proposed that the agreed budget be amended to reflect the two above changes.
JH seconded
All in favour

*(See Agenda item 18)*

## 10. Proposal to approve the amended Terms of Employment for lengthsperson following the update to holiday pay calculations (JP/GS)

Following the circulated update to the lengthsperson salary JP proposed the new terms of employment take effect from 1st April and include the increase in minimum wage.
PR seconded
All in favour
LJ will issue the amended terms.

## 11. NPSG Update (JP)

JP updated the PC that WODC are preparing to publish a Regulation 18 statement and accompanying documents to comply with the final recommendations and decisions of the Examiner.
The NPSG has requested to WOC that be given a few days to 'fact check' the edited documentation to help prevent significant errors before WODC goes public.

The community Referendum must be organised by WODC within 54 working days of publication of the Reg 18 statement. This is likely to be in June 2023 following local elections.

## 12. Planning (PR/PW)

None

*The development of Dashwood House was queried by PC and PR will write to the planning officer.*

## 13. Accounts (JP/GS/GA)

12.1 – Proposal to approve the February payments and end of month bank reconciliation
PW proposed
PR seconded
All in favour

12.2 - Proposal from the FinCom to recommend an increase in payscale for the Parish Clerk from LC1 point 15 to LC1 point 17, backdated to November 2022 (documents circulated)
JP proposed
JH seconded
All in favour

## 14. S137 Grants (CT)

14.1 – 1st Wychwood Scouts

Following the February PC meeting where the Scouts application was discussed, the 1st Wychwood Scouts have submitted a list of the items they are requesting, totalling £862.59
JH stated he was happy to propose a 50% grant of that sum to Wychwood Scouts on the proviso Shipton UW PC provided the additional 50%.
RB seconded
All in favour
LJ will update

14.2 – Library funding request – these have been received and the first 6 months have been paid.

## 15. Cemetery and Field Update (CT)

Deferred

## 16. Scout HQ Update (CT)

Deferred

## 17. Proposal to replace damaged seat boards on benches adjacent to Recreation Ground (CT)

Three boards require replacement at a cost of £272 inc VAT.
PR proposed the PC proceed with the repairs
JP seconded
All in favour

## 18. Proposal to consider funding for the King's Coronation celebrations and what funding can be provided (JH)

JH met with the Baptist Church, WI, Craft Café, Scout Master and various other communities regarding the King's Coronation.
It was agreed that following the losses made at the Queen's Jubilee, food would not be provided. Instead , a 'picnic in the park' on the Village Green was suggested. This would be between 12-4pm on the day after the King's Coronation.

Free entertainment will be provided for the children – 3 rides
The Scouts would be requested to clean the Village Green beforehand.
A Union Jack would be purchased and music will be played over the tannoy system.

Current costs are estimated at:
Children's medals - £300
Funfair - £1200
Banners - £150+VAT
A4 notices - £40+VAT

Bunting - £100+VAT

JH proposed the PC provide funding of £2000 to support the King's Coronation event.
JP stated that the current agreed budget does not allow for S145 events. JP therefore proposed the agreed budget be further amended to allow an expenditure of £2000 under S145. PW suggested checking if there is any funding available from central Government.

PR stated it was important to support this event and seconded the £2000 expenditure
All in favour

## 19. Correspondence (GS)

Regarding the enquiry of court markings for Pickleball – no action at this time but PR suggested asking for a price to provide the lines.

Scout's took part in a litter pick on 11th March – thanks to all involved.

The request for a replacement defibrillator cabinet in December was actioned and a replacement is on order.

## 20. Public session for non-Agenda items

None

## 21. AOB.

None

Meeting closed 2040hours

**March Receipts**

| | | | TOTALS | *1,082.00* |
|---|---|---|---|---|
| Date | Description | Name | Method | Amount |
| 01-Mar | Pound parking | Light | BACS | £91.00 |
| 01-Mar | pound parking | M & L Stacey | BACS | £91.00 |
| 13-Mar | Burial | tbc | Chq | £900.00 |

## March Payments

| | | | |
|---|---|---|---|
| | **TOTALS** | £0.00 | £5,105.06 |
| Date | Description | Payee | Amount |
| 07-Mar | Cemetery Maintenance | KGS Gardening | £650.00 |
| 07-Mar | Alfred Groves | Alfred Groves | £38.15 |
| 07-Mar | Google Storage account | LJ | £15.99 |
| 07-Mar | Monthly bank charges | HSBC | £8.00 |
| 07-Mar | Payroll services | CAA Accountin | £60.00 |
| 27-Mar | Waste services | UBICO | £100.15 |
| 27-Mar | Coronation Memorabilia | LJ | £114.45 |
| 27-Mar | Tennis Net (S106) | Networld Sport | £733.14 |
| 27-Mar | OALC subscription | OALC | £398.52 |
| 27-Mar | Playground repairs | Playdale | £987.11 |
| 27-Mar | 1st Wychwoood Scouts S137 | 1st Wychwood | £431.30 |
| 27-Mar | Tennis court signs | Arien signs | £109.20 |
| 28-Mar | Coronation Memorabilia | Trophies & me | £402.00 |
| 30-Mar | lengthsperson salary | MR | £368.55 |
| 30-Mar | clerk salary | LJ | £688.50 |

February Payments | February Summary | March Receipts | Ma

| | | | |
|---|---|---|---|
| 1 | **Bank reconciliation as at end of March** | | **TOTALS** |
| 2 | | | |
| 3 | **Opening Cash Book** | | **£25,312.01** |
| 4 | Add Receipts | | £1082.00 |
| 5 | Less Payments | | £5105.06 |
| 6 | **Closing Cash Book** | | **£21,288.95** |
| 7 | Add: unpresented credit | | £0.00 |
| 8 | Less: uncleared cheques | | £0.00 |
| 9 | Current Account | | £21,288.95 |
| 10 | Difference | | £0.00 |
| 11 | | | |
| 12 | Investment Account | | £34,664.81 |
| 13 | Money market | | £0.03 |
| 14 | **Balance as per statement** | | **£55,953.79** |
| 15 | | | |
| 16 | Add: unpresented credit | | |
| 17 | | | |
| 18 | | | |
| 19 | | | |
| 20 | Less: uncleared cheques | | |
| 21 | | | |