Milton-under-Wychwood Parish Council

Minutes of a meeting of the Parish Council held at 7.30pm on Wednesday 17th September 2025

at Milton-under-Wychwood Village Hall

Present: Cllr Graham Smith, Chairman
Cllr Alan Allday
Cllr Rod Blackman
Cllr Jeff Haine
Cllr John Pratt
Cllr Pat Ward
Vanessa Oliveri, Parish Clerk
Chris Trotman, RFO
County Cllr Liz Leffman
6 members of the public

25/138 Apologies for Absence: were received from Cllr P Rawlins.

25/139 Declaration of Interests: None.

25/140 Minutes of the 16th July 2025: Cllr J Haine proposed to approve the minutes of the Parish Council meeting held on 16th July 2025. Cllr J Pratt seconded the proposal. All were in favour of the proposal.

25/141 Matters arising from the July meeting: None.

25/142 Public session for all items related to this Agenda: None.

25/143 Co-option of a new councillor – Alan Allday agreed to join the PC as a councillor. Cllr Pratt proposed Alan Allday to become a Parish Councillor, seconded by Cllr Rod Blackman. All were in favour of the proposal. Alan Allday signed the Declaration of Acceptance of Office and joined the Parish Councillors at the meeting.

25/144 To receive the following reports:

1. **Chairman's report –** There were no items to report as all items are on the agenda.
2. **District Councillor's report –** Not present at the meeting and no report received.
3. **County Councillor's report –**
    - Let's Talk Oxfordshire - A consultation is being undertaken on a strategy for rail across the county. A proposal was included to increase trains to stop more frequently at stations like Shipton and Kingham.
    - Oxfordshire Growth – Neil Coleman, OCC has been given eighteen months to deliver a strategy for growth in Oxfordshire.
    - Three proposals for unitary authorities will be submitted in November, at the request of the Government the County Council is considering the possibility for groups of Parish and Town Council's to form neighbourhood committees.
    - A ten-year health plan is being considered including five hubs around the county to save people travelling to and from Oxford. OCC had to submit a plan by December 2025.
    - Social Care inspection by CQC has been awarded good, OFSTED will be reviewing SEND provision in the county within the next couple of months.
    - A meeting with GWR and developers is to take place to look at building houses by Kingham Station and to increase car parking there at the same time.
    - To mitigate the congestion impact of Botley Road works on buses in Oxford OCC has decided to introduce congestion charges in the centre of Oxford to be implemented by

10th November 2025. People in Oxfordshire who require congestion passes could apply for twenty-five passes per annum.

- A question was asked, 'With the changes being brought in by Government would the Neighbourhood Plans already in place still have an impact on planning decisions?' Cllr L Leffman responded, 'Yes, they would'.

25/145 Planning (PW/JH)

1. The following applications were reviewed between the July and September meetings. The Planning Sub-committee recommended no objection in each case. The Parish Council unanimously approved the recommendation of the Sub-committee.

1.1 25/01821/HHD Heath Barn, Bruern Road, MUW - Erection of rear extension to main dwelling and single storey extensions to existing stable block to create carport, formation of new vehicular access and driveway and associated landscaping works. – No objection.

1.2 25/01856/HHD 18, Wychwood Close, MUW - Erection of a single storey side extension and entrance canopy. – No objection.

2. The following applications were for consideration at the September PC meeting:

2.1 25/02052/HHD 51, Elm Grove, MUW Erection of single storey rear extension to replace existing conservatory.
COMMENT: No objection.

2.2 25/02145/FUL Dashwood House, Shipton Road, MUW Proposed alterations and enlargement of existing building including extension at rear ground floor for kitchen/dining area for first and second floor flat. (part retrospective).
COMMENT: The application does not accord with Local Plan policies OS2, H2, E1 and E5, Milton-under-Wychwood Neighbourhood Plan policies F1 and F2 and the relevant polices of the NPPF and as such should be refused. The Planning Statement submitted by the applicant's agent states that the applicants with regret and misunderstanding permitted development rights converted the property into a single-family dwelling house and believed that the property had changed to Use Class C3. There is a need for retail units in the village, the Parish Council insist that all the works carried out should be reversed and the building returned to its original state. That is to say that on the ground floor there should be two retail units with their own front doors and shop window and each with their own kitchenette and toilet.

2.3 25/02035/HHD 24, Ansell Way, MUW Erection of first floor rear extension and construction of front porch.
COMMENT: The Parish Council object to this planning application as the two storied extension with a flat roof is not in keeping with the village character and it would have an adverse effect on the neighbour at No. 26 by way of being over dominant and loss of light.
The Parish Council have no objection to add a front porch onto the property.
The application should be refused as it does not accord with Local Plan policies OS2, OS4 and H6 and Milton-under-Wychwood Plan policy CH1.

3. The Parish Council received and noted the results from ONPA's Neighbourhood Plans Survey carried out recently.

25/146 RFO report (CT)

1. RFO report- The Parish Council received and unanimously approved the RFO reports for July and August 2025.
2. July and August Summaries – Cllr J Pratt proposed to approve the July and August summaries. Cllr R Blackman seconded the proposal. All in favour. Three invoices were approved for payment.

25/147 Fincom meeting report (JP)

1. The Parish Council received the Finance Committee minutes dated 21st August 2025. Cllr J Pratt proposed to approve the minutes dated 21st August 2025. Cllr G Smith seconded the proposal.

All in favour of the proposal.

25/148 Change of .gov.uk registrar (VO) – HCI Data Ltd have advised that they will no longer be acting as registrar for this domain by the end of 2025. The Clerk is to contact Parish Online for a quotation for a website, domain name and email addresses.

25/149 Village green

1. Football pitch improvement update (GS) – Cllr G Smith is endeavouring to arrange a meeting between the football clubs and the Oxfordshire FA rep who is back from holiday this coming week. The rep can explain to the clubs what work can be done to improve the quality of the pitches (improving drainage), confirm how it will be funded (a Football Foundation grant plus S106 money) and answer any questions.
2. Car park re-surfacing update (GS) – Following confirmation that CNL have awarded the PC £10K, at the August Fincom meeting, Cllr J Haine advised that the sports club can fund £10K and the members of Fincom took the view that the PC could fund £10K from reserves. However, Cllr J Haine has received an indicative quote which exceeds that £30K total. It is therefore proposed that the PC take the following steps – a) Bentley (the Thames Water contractor) will review our specification to help make sure that we will be getting the right work done, b) publish an invitation to tender with a four week period to elicit tenders, including from companies which provided quotes previously, c) review the quotes received against our £30K budget and if necessary seek further funds from a previous benefactor and potentially from the National Lottery Fund, d) in parallel see if it is possible to reduce the cost by acceptable changes to the specification. Once we are able to undertake the work, Bentley have agreed to review the work as it is done to help make sure it is to an acceptable standard.
3. Play equipment safety checks and remediation (PR/GS) – Confirmation that Playdale has carried out maintenance on the aerial runway. WODC has agreed to provide S106 monies for £3,767.86 to repair/maintain other items of play equipment. Mr C Trotman has completed the order form and we await a date for Playdale to do the work.
4. Cllr G Smith will be visiting the Oxford History Centre imminently (Thursday 18/09/25) to try and find out more about the charity linked to the Village Green.

25/150 Biodiversity plan (GS/PW) - Update on award of a TOE grant for Sarah's Meadow - Management Plan and fencing of ponds. Drafts of various sections of the Management Plan will be provided shortly, with the full plan available later in the Autumn. The fencing should take place in October or November.

25/151 Tree survey report and actions - The PC noted the tree survey report contained no urgent action required (to be done within the next 3 months), but a number of high priority items (within the next six months) do need to be dealt with. It was unanimously agreed for Cllr R Blackman to obtain three quotations for the work required.

25/152 Overgrown hedges – A couple of overgrown hedges have been logged with OCC on Fix My Street. Are there others which need to be dealt with? Mr C Trotman was notified about a couple of places where hedges/shrubs partially obstruct the pavements. Cllr G Smith has logged them on the OCC Fix my Street app, but is a more comprehensive survey of such obstructing vegetation required? Cllr L Leffman pointed out if the hedge/trees are on a resident's land, it would be helpful for the Parish Council to initially write to them asking for the hedge/tree to be trimmed back. If the work isn't carried out after the PC contacting the resident the County Council would follow this up. The Parish Councillors agreed to include overgrown hedges as an agenda item for the next PC meeting.

25/153 Pedestrian Exit to St Judes – Cllr G Smith confirmed additional signs have been erected by GS/PW for St Judes pedestrian exit, showing pedestrians at 50yrds going west bound, and 120 yrds going

eastbound. Cllr G Smith will contact representatives of the residents to ask that they cut their hedges back at this point.

25/154 Wychwood Magazine article – Cllr G Smith confirmed that an article penned by Cllr J Haine about the Village Fete has been submitted and accepted by the Wychwood Magazine.

25/155 Tennis court plaque – It was confirmed that the temporary memorial to Oscar Giltrow has now been replaced by a plaque.

25/156 Speeding in the Village – The PC noted an email received from a resident asking if there could be some traffic calming measures implemented in the village. Cllr G Smith agreed to contact Shipton-under-Wychwood Parish Council to arrange for the speed watch items to be used at Milton-under-Wychwood.

25/157 Public session for non-Agenda items

Elm Grove tree removal debris – A resident asked for branches from a recently felled tree be removed near the entrance to Elm Grove. Cllr G Smith agreed to remove them.

25/158 AOB

- Local Nature Recovery Strategy –boundaries at county level have been adjusted at the request of the PC (ably supported by Elaine Brittan and others) to reflect the boundaries in Milton-under-Wychwood Parish Council's Neighbourhood Plan.
- Cllr J Pratt agreed to add Cllr A Allday into the Emergency Plan.
- Thanks were noted to the Evenlode Catchment Partnership (ECP) as Thames Water had written to ECP confirming that the ongoing Milton Sewage Works upgrade will incorporate phosphate stripping in the treatment process. However, the enforcement of a maximum level of phosphate in wastewater on this and other local Works is unlikely to be imposed by the Environment Agency before 2030.
- Ian Davies, West Oxford Community Transport had arranged to meet with Cllr P Ward as he was new in his role and wanted to take the lead in building ties with Parish and Town Councils. The Clerk agreed to attend the meeting.
- Art project monoliths - Glynn Allcock has made some resin QR codes which are going to be glued to the posts beside stones within the next few weeks.
- It was noted that Fergus and Hannah Wessel had very kindly cleared the broken glass up from the edge of the recreation ground in June. The PC noted thanks to them.

25/159 Date of Next Meeting: 15th October 2025

The meeting closed at 8.33pm.