Milton-under-Wychwood Parish Council

Minutes of a meeting of the Parish Council held at 7.30pm on Wednesday 18th March 2026

at Milton-under-Wychwood Village Hall

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

26/045 Apologies for Absence: District Cllr Adam Clements

26/046 Declaration of Interests: None.

26/047 Minutes of the Parish Council meeting held on 18th February 2026: Cllr Ward proposed to approve the minutes of the Parish Council meeting held on 18th February 2026. Cllr Rawlins seconded the proposal. All were in favour of the proposal.

26/048 Matters arising from the meetings of 18th February 2026: Cllr Rawlins had reported the overgrown bush as indicated at the February PC meeting on Fix My Street. This job had still not been undertaken.

26/049 Public session for all items related to this Agenda: None.

26/050 To receive the following reports:

1. **District Councillor's report –** Not present and no report circulated prior to the meeting.
2. **County Councillor's report –**
    - Kingham Rail Station – GWR are going to undertake a feasibility study to look into providing better access to the London bound platform through the provision of ramps. OCC has been asked to put some money toward this project. It could be a model to adopt across the region.
    - James Wright, OCC had notified Liz Leffman that work had been planned to install a foot path and dropped kerb in Frog Lane.
    - The local government reorganisation consultation dead line has been set for 26.3.2026. OCC has also expressed interest in a Foundation Strategy development of an authority to cover the whole Thames Region. This would only be slightly smaller than, for example, the region around Manchester
    - OCC has 26teams of people working on pot holes in the County, currently filling more than are being reported. They were trying to get around all of the reported pot holes by the end of April 2026. A new contractor had been appointed to fill in the pot holes on a temporary basis and will go around in the summer months with a permanent solution.
    - It was reported that a spring had come up through the road on the corner of Jubilee Lane. This had been repaired at least four times and needs a permanent solution
    - The planned works to install a footpath on Burford bridge have been postponed until June 2026 and would take approximately three to four days with the work to be done overnight.

- Liz Leffman will check with Anthony Kirkwood when the 20 mph speed limit in Upper Milton will be extended.

26/051 Planning (PW/JH)

1. 26/00371/S73 Amelia Cottage, 48, High Street, MUW - Variation of condition 2 of planning permission 22/02005/HHD to allow changes to the size of the approved extension and the use of natural stone in place of rendered masonry and stonework.
   Recommendation is no objection, all in favour.
2. Request to support an objection to development at Moreton in Marsh – The PC considered the request received from the Chairman of Shipton-under-Wychwood and unanimously agreed to support an objection to development at Moreton in Marsh.

26/052 Finance

1. RFO report- Cllr Pratt proposed and Cllr Blackman seconded approval of the RFO report for February, all in favour.
2. February summary – Cllr Pratt proposed and Cllr Blackman seconded the approval of the February summary. All in favour.
3. Adoption of Budget for 2026-27 and Rolling Plan 2027-30 – Cllr Rawlins proposed and Cllr Haine seconded the approval of accepting the amended budget 2026/27. All were in favour.
4. The Councillors approved the RFO to purchase some ink cartridges.
5. The Councillors approved the RFO to purchase a PDF programme at a cost of up to £90.00.

26/053 The Annual Parish Meeting – The Chairman reminded Councillors of a requirement to organise the Annual Parish Meeting in May, and asked if a Councillor would volunteer to take this on this year. A date will need to be set and the meeting to be advertised in advance.

26/054 Section 137 grant applications

a. Confirm payment of balance for applications approved at the January meeting – It was noted that no further requests have been received. At the February PC meeting it had been unanimously agreed to pay 50% of grants requested then and the other 50% in March if no other requests were received. The Councillors unanimously approved for the remainder 50% to be awarded to the grant applicants who had applied at the February PC meeting.

26/055 Village green

a. Football pitch improvement update (GS) – Following analysis of the pitches in February a report on the state of the pitches needs to be produced, and then an application can be re-started for the Football Foundation grant. GS is awaiting guidance form the Oxfordshire FA rep.
b. Car park re-surfacing update (GS) – ODS have put their works office on site and are due to start digging test holes, checking levels and erecting barriers to make the area safe while the re-surfacing is carried out.
c. Play equipment safety checks and remediation (PR/GS) – confirmation that safety checks are being carried out per schedule and potential for a repair and maintenance session. JP carried out his check on 22/2. Next check was due from RB on 8/3. The next two inspection dates and Councillors carrying them out were confirmed at the meeting. Now that the weather is improving it would be good to schedule a morning to clean as much of the equipment and the tennis court, with the help of any other volunteers.

26/056 Website and email addresses

a. To approve transfer to a new website provider and arrangements for the provision and implementation of gov.uk email addresses – CT and VO have recommended Parish Online to replace our existing web site provider and also to provide gov.uk email addresses for all

councillors. That facility can be provided for a subscription of £400.00 pa (ex VAT).

The Councillors agreed to revisit this in May/June 2026 after the audit had been completed rather than change the system while the internal auditor requires to view documents on the website.

26/057 Biodiversity plan (GS/PW)

a. Update on provision of signs in Sarah's Meadow and programme for the rest of 2026 – signs have been printed and GS is liaising with Glynn Allcock on building a simple wooden frame to mount them (Glynn is not charging for his service). Raw material costs for the signage are covered by the TOE grant. In addition GS, EB and PW met with Imogen Parker of Wild Oxfordshire to get guidance on further work in Sarah's Meadow to increase biodiversity. The result is a programme of work for volunteers to undertake through the rest of the year.
b. Proposal to put the Sarah's Meadow Management Plan and linked information on to the Heritage Trail web site pages at a cost of less than £100. The Councillors noted that they had always intended to add information about flora and fauna to the Heritage Trail material. Wendy Morris (who put the original material on) can upload the Management Plan and other information for a fee of less than £100. Cllr Smith proposed Wendy Morris to upload the Management Plan and other information for £100.00. Cllr Rawlins seconded the proposal. All were in favour of the proposal.

26/058 Policies

a. The PC reviewed and unanimously approved the Risk Register.
b. The PC reviewed an unanimously approved the S137 Policy.
c. The PC reviewed and unanimously approved the IT Policy.
d. The PC reviewed and unanimously approved the Internal Financial Controls.
e. The PC reviewed and unanimously approved the Asset Register.

26/059 British Heart Foundation 65th Anniversary Living Memory Bench – A press release has been produced about the MUW bench.

26/060 Public session for non-Agenda items – None.

26/061 AOB

- Cllr Rawlins requested the PC's bank details so the MARC can forward the amount agreed towards the resurfacing of the carpark.
- Cllr Rawlins has spoken to Fiona Chapman regarding the trees. Cllr Smith and Cllr Rawlins agreed to cut the trees back next week.

26/062 Date of Next Meeting: 15 April 2026

The meeting closed at 8.20 pm.