Milton-under-Wychwood Parish Council

Minutes of a meeting of the Parish Council held at 1830 on Wednesday 15 July 2026

at Milton-under-Wychwood Village Hall

Present:

- Cllr Graham Smith, Chair
- Cllr Alan Allday
- Cllr Jeff Haine
- Cllr Peter Rawlins
- Chris Trotman, RFO

- County Cllr Liz Leffman
- 6 members of the public

26/134 Apologies for Absence: Apologies received from Cllr Rod Blackman, Cllr John Pratt, Cllr Pat Ward

26/135 Declaration of Interests: None.

26/136 Resolution to approve the minutes of the 17 June PC meeting

Cllr Haine proposed to approve the minutes, Cllr Rawlins seconded the proposal. The council **resolved** to approve the minutes

26/137 Update on progress from June meeting minutes

All covered by items on the July agenda.

26/138 Public session

1. **Public session for all items related to this Agenda**
   It was noted that the agenda omitted a public session for non-agenda items, this will be added to the agenda towards the end of the meeting
2. **District Councillor's report**
   Cllr Clements sent apologies for the meeting and a report which covered the Local Plan 2043 consultation process and the regional plan above local planning level, community grants, WODC 2025/6 financial outturn, consultation on dealing with dog fouling more effectively and widening of discretionary business rate relief.
3. **County Councillor's report**
   Cllr Leffman summarised progress on filling potholes and planned investment on the A40 and on road re-surfacing. She also described a pilot project on quiet lane designation, improving links between FixmyStreet and an internal monitoring system. Cllr Haine requested a progress report on fixing loose kerbstones outside the Coop, an issue which had been raised at the June meeting.

26/139 Planning

1. **Planning Applications –** none received for this meeting

26/140 Finance resolutions

1. **Finance Committee -** The Council noted that minutes had been circulated from a Finance Committee meeting the previous day. Cllr Smith and Cllr Allday confirmed that the minutes were a true record of the meeting and the Council **resolved** to accept the minutes.
2. **RFO report and summary for June, payments for July –** Cllr Rawlins proposed to approve the report and summary, Cllr Allday seconded the proposal. The council **resolved** to approve the report and summary and approved payment for each of the invoices on the July list, including

Playdale for the play equipment repair and ElanCity for supply of the speed device, plus ANSVAR for renewal of the PC insurance at a cost of £1,044.30.

3. **Q1 report -** Cllr Rawlins proposed to approve the report, Cllr Haine seconded the proposal. The council **resolved** to approve the report
4. **Internal Audit report –** Cllr Smith noted that the Finance Committee had reviewed the report in detail the previous day and recommended that the Council accept the report and implement its various recommendations. Cllr Haine proposed to approve the report, Cllr Allday seconded the proposal. The council **resolved** to accept the report and its recommendations
5. **S137 –** no applications received for the July meeting
6. **Purchase of mobile phone and PAYG sim card for RFO –** this is to deal with the HMRC on VAT returns, and the phone can then be passed on to the next RFO to ensure consistency. Cllr Rawlins proposed acceptance of the recommendation and Cllr Haine seconded it. The council **resolved** to go ahead with the purchase.

26/141 Village green updates

1. Football pitch improvement - The Oxfordshire FA representative has confirmed that the Pitch Power report has been submitted so the PC await feedback on next steps.
2. Car park re-surfacing – The preferred supplier selected by the PC is Neville Walton, who manufactured the gates. Cllr Smith will request a timescale for the gate repair and re-installation
3. Play equipment – a quote has been received from Playdale for £542.36 (ex VAT) to repair the broken toddler trim trail rope bridge. In the interests of keeping the play equipment safe for users the PC has accepted that quote and will ask Playdalle to effect the repair as soon as possible. Cllr Smith will circulate an updated play equipment inspection rota
4. Urgent Tree work requested of Muddy Spades – Cllr Rawlins confirmed that the willow branch overhanging the play area has been removed

26/142 Resolution - Selection of Contractor for Tree surgery

The council **resolved** to select supplier A to carry out the work**.** Supplier A is Summit Trees. Cllr Blackman will be asked to liaise with them to get the work done.

26/143 Biodiversity plan updates

1. Proposal to construct a leaky dam and wetland area between Sarah's Meadow and Calais Field – OCC has confirmed that we will receive a grant for this work. WODC also need to sign off on the work. Cllr Smith will complete an application form for WODC and provide plans for the work along with a £50 administration fee.
2. Continuing maintenance activity – volunteers have been removing and will continue to remove an invasive plant which has taken over large parts of Sarah's Meadow. Elaine Brittan will request further help from BMAG volunteers for the coming weekend.

26/144 General updates

1. TVP grant for a speed indicator and monitoring device. The council **resolved** to select supplier A for the device. Supplier A is ElanCity. Cllr Allday will liaise with the RFO to effect the purchase.
2. Footpath improvement in Frog Lane. OCC have committed to do the work which is scheduled for the Autumn. Cllr Smith met with a resident in one of the properties with a frontage to the proposed footpath area to discuss the rationale for the work and how it will be carried out.
3. Advertisement for the Clerk role. No applications have been received so far; the date for applications has been extended to the end of July. A MOP recommended putting the advertisement on Chipping Norton Facebook page
4. Supplies of salt for the salt bins in MUW by OCC. Cllr Rawlins noted that we had been asked the same question by OCC last year and didn't ever receive any salt. He will check each bin for our requirement, and Cllr Smith committed to follow up with OCC.

26/145 Resolution - Adopt new style Agenda
The Council **resolved** to adopt the new style agenda as recommended by the internal auditor.

26/146 Public session for non-Agenda items

- Reference was made to a tree in Elm Grove which requires some modest tree surgery to remove a broken branch.

26/147 Items for information or next agenda

- Cllr Rawlins noted that the Village Fete on 11 July had been very successful and extended the Council's thanks to the Fete Committee and to Cllr Allday, Chair of the Committee

26/148 Date of Next Meeting 16 September 2026

The meeting closed at 1920.