Milton-under-Wychwood Parish Council Meeting

Minutes of the meeting held on Wednesday 15th April 2020 at 7.30pm

via Zoom due to Covid-19 pandemic and recent legislation permitting remote local government meetings

Present:

Cllrs Allcock (GA), Boulton (NB), DCllr Haine (JH), Vice-Chair Pratt (JP), Cllrs Rawlins (PR), Chairman Trotman (CT), Cllr Ward (PW). County Councillor L.Leffman (LL).

Parish Clerk: Mrs J. Miller. 1 member of the public.

1. **Apologies for absence**

None.

2. **Declaration of Interests**

JH declared an interest in Planning items and matters relating to the Village Hall.

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

It was proposed to accept the minutes with a few minor changes. Vote taken; all in favour. Motion carried.

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

Lengthperson materials: Two litter pickers have been purchased.

Covid-19 flyers: Clerk to approach Shipton PC for contribution to printing.

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

None.

6. To receive the following reports:

6.1 Chairman's Report (CT)

Paul Young has stepped down from PC duties for health reasons. CT thanked PY for all his work with the PC over the last 4 years.

Church wall: Good progress is being made. Further survey is being done on a section. First interim payment has been received but payment will be delayed until RA Architects have carried out a site visit. The final cost has been approved by the Parish Council and JH strongly urged the PC to ensure the first instalment payment is issued promptly following the site visit.

Woodland walk: Trees planted last Spring are generally looking healthy with one or two exceptions and these will be replaced in due course if required.

Holiday cottages: PCSO Smith has advised that anyone who suspects that holiday lettings are being used by guests and serviced by local cleaners during the lockdown should ring 101 or contact WODC to report it.

The Annual Parish Meeting will be postponed until further notice.

6.2 District Councillor's Report (JH)

Fly-tipping and domestic abuse has been reported to WODC but otherwise District Council business is slow.

Community Grants are available for Covid-19 period and available for applications to JH.

6.3 County Councillor's Report (LL)

Bruern signpost: Is top of the list and will be installed shortly.

OCC concerns: Care homes are biggest concern due to lack of PPE. LL will attend a meeting on Friday with members of OCC regarding care home support and provision.

Community hub: Food parcels are being delivered to the most vulnerable.

7. Proposal to accept part-payment of food van fees (CT/JP/GA)

7.1 Chip van

Proposal to accept part-payment for last quarter and waive March (£50). Vote taken; all in favour. Motion carried.

7.2 Pizza van

Proposal to accept part-payment for last quarter: to accept fortnight only visits since Jan and waive March (£100). Vote taken; all in favour. Motion carried.

GA suggested reviewing the rental fees by comparing to other Parish Council fees. Clerk to contact local PCs to find out.

8. Proposal to proceed with Charity legal advice (CT)

8.1 Advice regarding the relationship between the Allotments Charity and the Cemetery

CT outlined the recent advice received through the free legal session with Weller Hedley solicitors regarding the relationship between the PC as managing trustees of MARC and the cemetery which historically is managed by the PC but appears from incomplete records to be on Charity-owned land. Clarification is sought for the legal status and ownership of the cemetery to ensure cemetery accounting is being done lawfully.

8.2 Advice regarding the relationship between the Parish Council and the Recreation Ground 'Charity'

PR has concerns about treating the Village Green as a Charity and feels strongly that the structure and management of the cemetery, the allotments and the Village Green has always been transparent and well-run and therefore no advice is required. JH expressed reservations about separating the cemetery accounts but awaits the advice. CT proposed to pay £425+VAT to solicitors for advice regarding the legal position of the cemetery and the Charity status of the Recreation Ground. Vote taken; majority in favour. Motion carried.

9. Planning (PY/PW)

Please click here for further details of the application:

9.1 20/00522/FUL Coldstream, Manor Farm, Upper Milton.

Remodelling and extension of existing bothy as ancillary accommodation to Coldstream

Objection. Due to it being out of character with existing building and location on a dangerous bend. Vote taken; majority in favour. Motion carried.

10. Correspondence

Scam alert: JH informed the PC of a Tesco free vouchers scam.

11. Village Green (PR)

PR reported that the padlock and signs are still in place on the play area gates.

Grass cutting has started.

JH reported that the MSA seating has been removed to discourage gatherings.

12. Accounts (JP/GA/CT)

12.1 To approve the March receipts, March bank reconciliation and April payments

The bank balance as of 31st March was **£112,671.** See attached cashbook.

March Receipts	
Interest	1.61
Repaid loan	1,500.00
Pound Parking	195.00
Cemetery	225.00
Farm rent	1,156.00
TOTAL	**£3,077.61**
March/April Payments	
Laptop for Clerk	449.00
McAfee virus software	20.00
Currys 3 year care & repair plan	144.00
Lengthperson materials	7.02
Employer pension contributions	24.27
Employee pension contributions	40.45
Clerk salary	382.03
Lengthperson salary	132.20

OALC subscription	357.86
OPFA subscription	53.00
Sand bunker repair (Groves joinery)	82.64
CFO subscription	70.00
Weller Hedley solicitors Charity legal advice inc VAT	510.00
Lengthperson litter pickers	30.94
PAYE Jan-April	174.20
Clerk overtime 19/20 12.54@63.5 hrs (after pension payment deductions)	674.22
Employer overtime contributions	48.16
Employee overtime contributions	80.26
Household waste collection 1/2	344.50
TOTAL	**£3,624.75**

12.2 To approve the end of fourth quarter accounting statement for 2020-21 (JP/CT)

It was proposed to approve the accounting statements for the fourth quarter. Vote taken; all in favour. Motion carried.

13. Public session for non-Agenda items

None.

14. AOB.

Ansell Way/Fettiplace grasscutting was carried out later than planned most likely due to social distancing issues.

PW is waiting for news on the proposed footpath between Spitfire and MacTaggart & Mickel site.

PY resignation means that the PC needs to now co-opt.

Clerk to circulate and send a thank you card to PY.

CT closed the meeting at 8.27pm.