Milton-under-Wychwood Parish Council Meeting

Minutes of the Zoom meeting held on Wednesday 17th June 2020 at 7.30pm

Meeting ID 736 3695 0480 Password 7hZqJA

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. 4 members of the public

1. **Apologies for absence**

None.

2. **Declaration of Interests**

JH declared an interest in Planning items.

3. **Proposal to approve the minutes of the May AGM.**

It was proposed to approve the minutes of the May AGM. Vote taken; all in favour, motion carried.

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

None.

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

Agenda Item 17.1 Planning Application 20/01116/HH: Neighbours of the applicants wished to express concerns about the impact of the development on the adjacent properties - namely that of privacy, light, access and parking - Wych Yard and 15 High Street. Pre-planning advice issued by the planning officer is a concern since no site visit has been carried out. Ground floor level is considerably higher than two adjoining properties. The house is rented out as a holiday property.

6. **To receive the following reports:**

6.1 Chairman's Report (CT)

Church wall: Pleased with result. PR thanked CT for all his work towards the wall project.

6.2 District Councillor's Report (JH)

WODC Officers are still engaged with Covid-19 response and still short-staffed. Considerable work continues on Oxfordshire Garden Village. Leisure Centres in the District are struggling and WODC will forego the income usually received until further notice.

6.3 County Councillor's Report (LL)

OCC received £600,000 from the Government towards improvements to walking and cycling networks. Little of this will come to West Oxfordshire but rather channelled to larger conurbations. LL has put in bids for next tranche of this funding. Oxfordshire 'Open Thought' is examining how people/communities have made changes during Covid-19 and how the positive changes can be maintained once the pandemic has passed. PW queried the lighting in The Sands cul-de-sac and LL said there was no formal application for low-level lighting to improve visibility and safety. Unfortunately, the conversation PW had with an engineer who has since retired was not formalised. LL will follow this up.

7. Inquiry for Proposed Public Footpath; Diversion of existing Public Footpaths in the Spitfire development (JP)

The Planning Inspectorate (England) has informed the PC that it has requested a local Inquiry regarding the recent proposed WODC Order to quash the PC's application to OCC for a Definitive Mapping Modification Order to create a Public Footpath around the North Eastern perimeter of the former Sands Field, now the North Eastern boundary of the Spitfire Development behind The Sands Nos 33 to 41. The Inquiry may be held at some time during the next 11 months. The Inspectorate advised it had offered WODC the option to have the Inquiry also encompass review of the pending diversion Orders for Public Footpaths 301/5 (part) and 301/13 (whole) across the Spitfire site. Further information is awaited.

8. To approve the updated Emergency Plan (JP)

It was proposed to accept the updated plan. Vote taken; all in favour, motion carried.

9. Village Green (PR)

This item was brought forward from item 19.

Basal shoots work: Lime tree shoots alongside the enclosed play area are hanging over the footpath and need to be trimmed back.

Tennis court: The court has now been reopened and notices have been displayed regarding hygiene and safety relating to Covid-19.

9.1 Proposal to deal with the weeds underneath the play equipment

Weeding of play areas: It was proposed to spray weed kill on the areas in question as soon as possible. It was suggested that this could be carried out following weeding by a work party. CT to organise this shortly.

Grass cutting: PR to meet with the grass cutter to discuss the grassy area in front of 1 High Street. The cemetery maintenance is being closely monitored.

PR reported that there has been a noticeable increase in use of the Green since lockdown rules were relaxed however the Lengthperson has reported a significant increase in littering in recent weeks as a result.

Dog waste bins: CT will make wooden tabs to attach to the dog waste bins to provide a 'hands-free' way of lifting the lids.

10. Neighbourhood Plan update (JP)

The NPSG is currently developing the Neighbourhood Plan section of the PC website to present an improved and more informative overview of what the project is.

11. Permitted Sewage discharge from water treatment works into Littlestock Brook (JP)

JP reported that since the report in February 2020 there has been no improvement in Thames Water's (TW) capacity to cope with storm water in the sewerage network of the Wychwoods. The Company's records confirmed raw sewage discharge from Milton-under-Wychwood sewage treatment works into Littlestock Brook for a period of over 1,500 hours between 04/12/2019 and 30/04/2020 (149 calendar days). JP feels strongly that this should be taken up by the PC along with other local Parish Councils.

CT suggested that the matter will be discussed further once Shipton and Ascott PCs have responded.

12. Proposal to seek Allotment Charity and Cemetery legal advice (CT)

CT had circulated a draft response to Frances Webster, solicitor at Wellers Hedley. CT feels that the move should be taken to secure the future of the land in question. The PC was happy to approve this correspondence.

13. Proposal to approve the Insurance schedule for 2020-21 (CT/JP/GA)

It was proposed to approve the insurance renewal policy. Vote taken; all in favour; motion carried.

14. To receive the Internal audit report for 2019-20 (JP)

The Internal audit was received though completion of audit in the way the PC requested it to be carried out has not been finalised and further confirmation is forthcoming. Review of the audit will take place at a later date but it was noted that no recommendations had been made by the Internal Auditor. Clerk will enquire to Auditor about his expected availability for 2021.

15. To approve the Annual Governance Statement (AGAR section 1)

It was proposed to accept section 1 of the AGAR. Vote taken; all in favour; motion carried.

16. To approve the Accounting Statements (AGAR section 2)

It was proposed to accept section 2 of the AGAR. Vote taken; all in favour; motion carried.
PR left the meeting.

17. Proposal to register a footpath from St Jude's Meadow (PW)

The plans approved by WODC include the footpath but PW wants to establish that the relocated footpath will be registered with OCC. PW has struggled to contact the site managers possibly due to staff furlough. JP reassured the PC that this would be a simpler process than the DMMO in The Sands field. CT offered to assist PW in communications with the developer M&M.

18. Planning (PY/PW)

The following applications were considered and voted upon. JH abstained in all votes. Please click here for further details of the following applications:

18.1 20/01116/HHD 46 High St

Replacement of existing workshop with erection of single storey garden room **Objection**

18.2 20/01105/FUL Hoplands, Shipton Rd

Demolition of a large detached garage and erection of a single storey detached dwelling **Objection**

18.3 20/01243/HHD Spring Cottage, Green Lane

Alterations and erection of first floor extension above existing study **No Objection**

19. Correspondence

Since the briefing notes were issued, the PC received a letter from the executors of Lady Stanley's will that the land belonging to The Homestead, Frog Lane, will be for sale shortly.

20. Accounts (JP/GA/CT)

20.1 To approve the May receipts, May bank reconciliation and June payments

There were no receipts in May. It was proposed to approve the June payments and bank reconciliation.
The bank balance as of 31st May was **£71,262.78.**

June Payments

Sand store repair	8.66
Lengthperson materials	7.02
Church wall 2/2	20,152.85
Clerk salary	455.87
Lengthperson salary	237.08
Employee pension contribution	40.45
Employer pension contribution	24.27
Zoom upgrade subscription (monthly payment)	14.39
Grasscutting June	TBC
TOTAL	**£TBC**

21. Public session for non-Agenda items

22. AOB.

PW informed the PC that the NPSG has a meeting scheduled on the site of The Homestead.
Sec 106 funds: GA has been chasing the first tranche of the funds.
Overgrown hedges: NB reported that several hedges around the village need to be cut back to allow free passage along the pavement. Councillors to note those within their areas which need cutting back so that contact may be made with the residents.
Registration of footpaths: CT suggested that the PC should shortly consider registering two footpaths on the Parish Field.

CT closed the meeting at 8.40pm.