Approved Minutes of the Milton-under-Wychwood Parish Council Meeting

Wednesday 18th November 2020, 19:30hrs – Meeting held remotely via Zoom

Present:
Councillor Glynn Allcock GA
District Councillor Jeff Haine JH
Vice-Chair John Pratt JP
Councillor Peter Rawlins PR
Chairman Chris Trotman CT
Councillor Patrick Ward PW
County Councillor Liz
Leffman LL Parish
Clerk: Mrs L.
Jacques.
3 members of the public

1. Apologies for absence
None.

2. Declaration of Interests
J H declared an interest in Planning items.

3. Proposal to approve the minutes of the October meeting
Motion : To approve the October minutes
Vote : All in favour
Resolved: Minutes for October meeting approved. C T signed the minutes.

4. Matters arising from the October meeting
Planning – C T raised the OCC Planning for the future white paper and stated that most was not thought appropriate and ill timed.
Parish Newsletter – C T stated that the Parish newsletter and general methods of communication will be discussed in January 2020 with a view to decide the way forward with hardcopy / digital / wychwood magazine and social media.
MM letter – update in Chairman's report.
Internal Audit – Kevin Rose – Still no communication. LJ will follow up with Jenny Miller.
Website Audit – Still awaiting report
AGAR Report – Received. Positive. LJ will add the report to PC website.

5. Public session for all items related to this Agenda
MM – C T mentioned his conversation with Brian Watson (resident) and the accompanying letter he had received. Both have agreed that the correspondence will be printed and

circulated to all councillors for review. C T gave a brief precis of the letter explaining the following:
Two issues were raised – St Jude's development and the Eco area. The eco area is the concern to both Brian Watson and the PC.
Regarding St Jude's development C T will deal with this in the Chairman's report but the landscaping and eco area can be dealt with Item 9 which will allow for discussion between councillors.

6. To receive the following reports:

6.1 Chairman's Report - C T

Clerk appointment: C T formally welcomed Lara Jacques as the new Parish Clerk.

M&M: C T stated he had taken part in a long conversation with Craig Ormond (CO) from MM. CO explained that prior to lockdown there were 70 or 80 houses ready to go on sale nationally but lockdown stopped the sale of these houses. As a result MM had a £20 million shortfall of funding. With the easing of restrictions MM sales are picking up and MM hope to start building again with completion in early 2021.
Regarding resurfacing and landscaping, Hope and Clay are still on board and there is no dispute.
Connells estate agents are now overseeing the sales and currently there are 3 or 4 houses left to sell.
MM are now ready to start building the remaining 7 houses. CO confirmed that there is no plan to sell the site and they are seeing the development through. He confirmed that the sale of the site was rumour. This is the first site south of the border and one that they are keen to complete.
The contractor for landscaping is Mainstay (to be verified). They are responsible for keeping the area tidy and they are continuing with the contract. Mainstay will be 'putting right' everything that needs doing. Regarding the *variations* to the original application, as far as MM are aware there have been no more variations on the original approved specification. If there are any changes MM will make the Parish Council aware.
MM hope to be off site by the end of 2021. Planting will hopefully be finished by the end of 2021 too. MM are confident they have the funds to complete the development.

Cemetery: C T has received communication from Francis Webber and a response from the Charity Commission. The correspondence is lengthy and requires an in depth conversation with MARC, PC's and solicitors.

Carols - John Witts, Sue Mellerick and C T and J H have been in discussion regarding Christmas events. This is still a work in progress but the view is to go ahead with doorstep carols. Plans will be in place by end of November. The charity will be the Day Centre as previous years and carol sheets can be downloaded or purchased from John Witts for a small fee. Sue Mellerick is organising a trail of Christmas lights on the 12th and 16th December. Details to follow. John Witts & Sue Mellerick will be producing a flyer funded by the Community Craft Cafe

Cotswold Wardens – There was a suggestion to move the boardwalk, no longer needed, from the Sands field to the footpath from where St Jude's crosses the stream at Upper Milton. The Cotswold warden will supervise and implement this with the help of the Milton village volunteers.

High Street Pothole – Was discussed and both L L and C T have been in touch to try and expedite the repair. It is OCC highways that deal with pothole repairs not WODC

Drains - OCC say that there is little money left to deal with general maintenance but they will still attend for emergencies. C T has followed up on a report regarding blocked drains outside the Church and by Green Lane.

CCTV – Following a spate in vehicle theft recently there were requests from members of the public that the PC support installation of CCTV cameras. C T explained that this was not viable. Public money cannot be spent on private projects and these cameras also present issues legally.

6.2 District Councillor's Report – J H

S106 grant – J H stated that the first tranche of the S106 payment should be due at the end of this month. MM have built 24 of the 31 houses. The second tranche would be due once MM have sold 25 houses. They have only sold 10 so far so the second payment will be a way off.

Community 'bring-to' sites – The fly tipping at local community 'bring-to' sites has increased significantly and as a result, local recycling sites will be removed. To compensate for this, the council will now allow 4 bulky items to be collected from your doorstep for £27.68.

Electric charging points – Following the Government update that petrol and diesel car production will be banned by 2030, J H updated the PC that the implementation of vehicle charging points in West Oxfordshire will begin early next year. Charging points will be placed across West Oxfordshire .

Community Facilities Grant - £12934 has now been secured for Chipping Norton Theatre

C T questioned whether it would be appropriate to leave a roro skip on the village green for villagers to deposit their excess Christmas waste. J H stated this may not be appropriate but that villagers could be reminded of the following:

Christmas trees can be left at the kerbside for recycling

Xmas paper is not recyclable at all and should be deposited in the grey bin

Cardboard packaging if bulky can be broken up and placed next to the blue bin and it will be collected

It was mentioned that this should be disseminated on the social media / website

6.3 County Councillor's Report (LL)

Potholes / Drains: Following on from the Chairman's report, L L stated that there was no money left in the pot for general road maintenance. Emergencies would still be repaired but there is no more money for general maintenance until April 2021.
L L mentioned that drain clearance is on a four year cycle and she trying to find out where Milton is on the
'cycle'.

Wychwood Bus - L L has made a donation to the Wychwood Bus using the Councillor priority fund with a hope that this essential service can keep going.

Commuter services / trains - L L has had sight of a letter from the chair of the growth board – written to the Government to say they want to see plans for rail com activity to continue. There was talk of increasing services from Hanborough to Oxford but nothing further up the line. Smaller stations need more trains – Charlbury may end up getting a reduced service in the future.

Covid - Still high but numbers are going down. The local economy has not been hit as hard as other areas although Burford and Oxford have suffered considerably.

P W questioned the erection of 50mph speed signs on the A424. L L is aware of a knock on effect on nearby side roads and speeding.

G A raised concern with the 'fix my street' website stating it was disingenuous as it was providing incorrect information and updates. L L acknowledged that the site was not user friendly.

7. **Defibrillator Cabinets**
C T raised the issue of cabinet maintenance – two cabinets will need replacing. The Van de Poll's will be contacted with a view to researching alternative companies for providing new cabinets.

8. Update regarding proposal to proceed with Playdale recommendations
Playdale recommendations totalling £3405.56 + VAT circulated by Jenny Miller. P R stated he had received communication from Nigel Timms to say how lovely the village green play equipment was. This must continue! C T questioned whether the plan going forward should be for a ROSPA visit prior to Playdale's annual attendance. P R agreed with this.

Motion : To proceed with Playdale recommendations
Vote : All in favour
Resolved: Playdale to be contacted by L J and requested to proceed

9. NPSG

C T thanked J P for his detailed report. J P highlighted the following points:

CFO Partnership - Tom McCulloch will not be invoicing the PC this financial year due to the covid situation. Tom will be working on this in December and January in preparation for going to consultation.

NPSG Budget – The budget proposal has now gone forwards to the draft budget

Draft NP Policies – J P talked through the draft policies and recent comment and communications. J P does not expect the draft policies to change. Draft policies are:

CHARACTER & HERITAGE (CH)

- CH1: for conserving village character
- CH2: for protection of key views
- CH3: for prevention of coalescence of main village with Upper Milton
- CH4: for protection of wildlife corridor and prevention of coalescence of the main village built area with that of Shipton-under-Wychwood

ENVIRONMENT (E)

- E1: for protection of three blue-green corridors for biodiversity and wildlife movement
- E2: for designation of seven Local Green Spaces, principally the Manor Farm wetland project

FACILITIES & INFRASTRUCTURE (F)

- F1: for retaining and encouraging facilities for small businesses
- F2: for retaining and encouraging retail and local services
- F3: for retaining and encouraging facilities for recreation and play TRANSPORT & MOVEMENT (TM)
- TM1: for extension and improvement of public rights of way for wellbeing

J P stated he is expecting to receive some proposed ideas for Community projects. These will include suggestions from the 2018 public feedback survey.

Motion : J P and P W proposed that the draft policies be supported by the Parish Council.

Vote : C T proposed. G A seconded. P R in favour. J H abstained due to planning remit Resolved: Draft Policies supported

C T thanked J P and P W and requested that the PC thanks be passed on to the whole team. C T stated that this group and discussions had gone on for several years and there had been lots of work behind the scenes to create this document.

10. Planning

i. **APPLICATION NO: 20/02697/HHD**
PROPOSAL: Alterations and erection of two storey rear extension.
LOCATION: 1 Springhill Farm Cottages Upper Milton Milton Under Wychwood

No Objection

ii. **APPLICATION NO: 20/02935/HHD**

PROPOSAL: Conversion of garage to habitable space, erection of single storey side extension, addition of front porch LOCATION: 1 Forest Close Milton Under Wychwood Chipping Norton

No Objection

iii. APPLICATION NO: 20/02632/FUL
PROPOSAL: Conversion of barn to dwelling with associated works.
LOCATION: Springhill Farm Upper Milton Milton Under Wychwood

No Objection

iv. Planning Appeal
Site Address: High Ridge, 46 High Street, Milton Under Wychwood
Description of Development: Replacement of existing workshop with erection of single storey garden room. Original Application Number: 20/01116/HHD

Objection still stands

v. APPLICATION NO: 20/02728/HHD
PROPOSAL: Construction of an Oak Framed two bay Garage
LOCATION: Swanington Jubilee Lane Milton Under Wychwood
APPLICANT: Mr David Barham
REGISTERED: 9th October 2020
Deadline 30th November

No Objection

vi. APPLICATION NO: 20/02656/HHD
PROPOSAL: Part conversion of outbuilding to ancillary accommodation LOCATION: Chapel Cottage The Terrace Milton Under Wychwood

No Objection
G A requested his objection be recorded

vii. APPLICATION NO: 20/02848/FUL
PROPOSAL: Change of use of paddock land to extend domestic garden.
LOCATION: Fardon House, Frog Lande Milton Under Wychwood
DEADLINE: 18th November 2020

Objection

viii. APPLICATION NO: 20/02739/HHD
PROPOSAL: Erection of single storey front extension, detached garden room and outdoor swimming pool LOCATION: Lower Farm House, Upper Milton Milton Under Wychwood
DEADLINE: 3rd December 2020

No objection

10.9. McTaggart & Mickel

C T reported he had taken part in a long discussion with Craig Ormond from McTaggart and Mickel which was productive. CO stated he hadn't received the telephone messages or some of the email correspondence which was unfortunate. CO confirmed that the landscaping target is for completion by the end of 2021. CO is aware of the dead trees – Mainstay (t.b.c.) are also aware and will replace the dead specimen trees with a 12 month guarantee. C T referred to an email to Brian Watson from Abby Fettes stating that dead trees would be replaced with 3-4 metre specimens was agreed meaning that there would be no growth time lost .

Regarding the deed of variation this has no effect on St Judes Meadow - there have been no changes to the original specification and MM are putting this out to contractors to complete the work. The specimen trees may be competed by one firm and the landscaping by another firm. Mainstay (tbc) are overseeing both.

CO confirmed that IF there were any changes, C T and the PC would be consulted.
CO admitted that he misconstrued the context of the email from C T and understands that the PC did not want the eco area 'done away with'.

C T confirmed with CO that the PC want the triangle of land to be designated an eco area – CO said this could be done. When MM return the deeds of ownership to Hartley farms MM can put a covenant in to this effect. CO suggested a meeting early next year with the PC, MM and Hartley Farms. CO is positive the outcome can be reached positively.

WODC – C T proposed speaking with Phil Shaw of WODC to update him regarding the chat with CO and inform him that in principal the PC and C O can see a way forward. This should ensure better communication all round.
C T wants to gain guarantee from WODC that all St Jude's plans on the WODC planning website are current and correct and that the PC should be notified of any further changes or updates.

CO also confirmed that the mound of earth is due to be removed shortly.

P W thanked C T for the update.

J P added that Hartley farms were getting advice from Atkins and that the Hartley farms development includes the eco area.

11. Correspondence

Nothing to note

12. Village Green

P R stated the tennis net repair is imminent. The branches cut off by 1 Pear Tree Close are still there and need to be removed. C T stated this amounted to fly tipping. P R stated he could collect the branches but that there was lots of waste by the tree line. This area

was also being used as a human convenience. C T asked whether Kevin Grant could clear the growth . P R will speak with Kevin.

Benches – P R has spoken with Robin Perry regarding the bench seats and Robin hopes to complete this next week.

Marquee – J H confirmed the marquee had been removed from the social club

13. Donations

Motion : To consider a donation for the Volunteer Link up. J H stated this was a very worthwhile local charity
Vote : All in favour
Resolved: £100 donation to be made to the charity.

14. Accounts

14.1 - **To approve the October receipts, October bank reconciliation and November payments** The bank balance as of 31st October was **£56,454.98.**

October Receipts	
Fish Van Rent	£75
November Receipts	
Cemetary	£75
TOTAL	**£150**
November Payments	
Grasscutting	£1455.00
Clerk salary from 02/11	£227.80
Lengthperson salary	£202.28
Employee pension contribution	£40.50
Employer pension contribution	£15.19
Amazon Stationary for Clerk	£104.08

Playdale Inspection	£234.00
Church Road bench	£458.40
RBL Charity Donation	£50.00
New Clerk transition costs	£89.78
External Audit Report	£360.00
Alfred Groves	£3.51
Clerk Salary to 30th November	£402.32
SLCC Ilca Course	£118.80
SLCC Membership Renewal	Tbc
TOTAL	**£3761.66**

JP stated that the new bench on church road should now be listed as a PC asset

14.2 Updated PC Budget Financial Year 2021/2022 and rolling plan

JP explained the revised budget was largely the same as the previous version presented by Jenny Miller. The budget assumes that the entirety of the S106 grant has not been received. The cemetery allocation has been amended.

JP stated there was a grant of £1700 not yet drawn for the last phase of work on the Neighbourhood Plan. The PC should start to think about possible projects for 2021-2022. The budget assumes maintaining the precept at the current level. JP will present the final budget in January.

C T thanked J P for his work so far.

15. Combined Sewage Overflows & Leakages in the public sewer system

JP explained there is currently a members bill being passed to oppose the release of sewage in to local rivers . J P proposed that the clerk should write to the local MP regarding the situation. All agreed.

16. Public session for non-Agenda items

Max Askew thanked C T for pursuing MM. Max Askew questioned the situation with the dead trees- approximately 160-180 and asked whether MM had committed to replacing them this winter. C T will find out if this is the case stating there was no reason why MM can't replant the dead trees now.

Max Askew asked who monitors the replanting of the trees and stated that the less valuable seem to have survived whereas the more valuable eg. The Oaks have died.

J H confirmed it would be WODC's responsibility to ensure the replanting and health of the trees are monitored. Max Askew stated he would continue to monitor the state of the trees and update C T.

Max Askew asked who continued to monitor the trees once the 12 month guarantee ended and who carries out the continual maintenance of the site stating it would be a good comfort to know this would be in hand once MM leave. J H stated the landscaping company should do this as that is what they are being paid for, and it is WODC's responsibility to ensure this happened. Max Askew stated the long term maintenance was key.

17. AOB.

Trees - P W requested the Oak tree be planted and agreed with C T to do this w/e 27t November

The Square – P R followed up on the No Through Road status of the Square. He has placed a sign on his garage and OCC are aware although P R stated their summary of the site appeared aged with photos from many years ago.

Covid – J P stated there had been no request for services recently

Christmas Tree – J H questioned the arrival of the Christmas tree. C T stated he hoped that this will be in situ by the 12th of December.

CT closed the meeting at 21:21pm