Milton-under-Wychwood Parish Council Meeting

Wednesday 18th September 2019 at 7.30pm in the Village Hall

Present:

Cllr Allcock (GA), DCllr Haine (JH), Vice-Chair Pratt (JP), Cllrs Rawlins (PR), Young (PY), Ward (PW). Parish Clerk: Mrs J. Miller. 10 members of the public.

1. Apologies for absence:

CT.

2. Declaration of Interests

JH declared an interest in Planning items and Village Hall refurbishment. JP declared an interest in the Wild Gardens.

3. Proposal to co-opt a new Councillor (JP)

JP introduced Nicola Boulton. NB said that that her interest lies in encouraging and maintaining the sense of community of the Parish as well as engaging the young people of the Parish. NB left the room while the PC voted to co-opt her as new Councillor. Vote taken; all in favour. Motion carried. NB joined the Councillors.

4. Proposal to approve the minutes of the July meeting.

It was proposed to approve the minutes of the July meeting. Vote taken; all in favour, motion carried. JP signed the minutes.

5. Matters arising from the July meeting

Fettiplace manhole cover: It was finally determined that OCC are responsible for repairs. PW reported this has now been repaired.

New dog waste bin in Stile Lane/Frog Lane: Delay in installation is due to delay in delivery of new bins to WODC.

6. Public session for all items related to this Agenda

Planning item 14.2: Concern expressed by neighbours about the traffic along Green Lane resulting from the Proposals, as submitted in response to original application.

Footpath access into field behind The Sands: Query regarding period of time that the footpath will remain closed from the end of Jubilee Lane. PW confirmed that sewage works and electricity cables need to be in place prior to the reopening and no dates have been given. It was also requested that the developers park away from the corner of Jubilee Lane/The Sands. PW confirmed there is now parking onsite so this is no longer a problem.

7. To receive the following reports:

7.1 Chairman's Report (CT)

Trees: Ash dieback is apparent in some trees on PC land. An ash tree at Littlestock Brook was felled due to a fungal disease. A tender will be put together for a high-risk tree management survey.
Allotment Charity: The name of the Fuel Allotment Charity has been changed to the Milton Allotment and Recreation Charity. The Charity Commission has concluded that the Governing documents may be altered without prior consent from the Charity Commission and the PC do not need to change the wording of the existing purpose which is broader than originally thought. A vote was taken to withdraw the application to change the wording of the Charity's purpose. All in favour; motion carried.
Milton Volunteers Work: Thanks extended to the group who have carried out a large amount of work around the village and will continue with further jobs in the coming weeks.
Vandalism: Several incidents of vandalism have been reported in recent weeks and all have been reported to the Police. JP urged anyone witnessing such acts to report to the Police on 101.
St Jude's Meadow site: Concerns about ring-barked trees at the perimeter have been reported to the site manager, as well as extending the metal barrier at the pedestrian entrance.

7.2 District Councilllor's Report (JH)

Climate change emergency: WODC have made a new appointment to manage the issue. A breach has occurred in the River Windrush and this has been attended to. Concerns in the Council about the vacant Witney high street stores, notably Debenhams. JH invited any interested parties to attend the Water Day on 22nd October, 10am-1pm which will provide updates on the waterways in the district.

7.3 County Councillor's Report (LL)

Milton road repeated resurfacing: LL reported that she understood that the resurfacing would not take place but the Contractors had a different itinerary and unfortunately the work went ahead. PW reported that the Terrain contractors intend to seal the resurfacing of roads following sewage works and enquired as to why this is not being carried out elsewhere. LL reported that this should be done and the new Highways managers will be monitoring this and may be contacted in this regard.
OCC Traffic permit system: This will operate for a trial period from December 2019, with a view to operating from February 2020. This aims to improve the communication between different contractors working at different times on the same areas of the Highways.
Routing of traffic: In future this it is hoped that this will be attached to the s106 condition so that rerouting of development traffic will be better managed and controlled. JH commented that this needs to be done in conjunction with WODC since it relates to planning conditions.
OCC Youth grants: New grants available from the beginning of 2020 for improving life for youth in rural communities.

8. Internal Audit (JP)

8.1 To review the effectiveness of the Internal Audit 2018-19

Clerk has carried out a review of the effectiveness of Internal Audit 2018-19. As part of this review, the PC has requested that in future the Internal audit is only concluded following the end of the financial year. It was moved to accept the review. Vote taken; all in favour. Motion carried.

8.2 To approve terms of engagement for Internal Auditor for 2019-20

It was moved to accept the revised terms of engagement from Phil Hood from Arrow Accounting. Vote taken; all in favour, motion carried.

9 Neighbourhood Plan update (JP/PY)

JP reported that due to a slippage in activities, payment for the next stage of CFO consultancy will be deferred to January 2020 but the NP is still on course for completion within the approved budget. Vote taken to approve this slippage in activity. All in favour, motion carried.

PY reported that the NPSG is satisfied with the level of sustainability in the housing provision but the services are insufficient for the increasing housing provision. The group is intent on protecting the green spaces which are at risk in the parish. Consultation with WODC will take place as soon as possible regarding the draft Neighbourhood Plan, the results of which will be reported to the PC.

10 The Sands field footpath DMMO application (JP)

10.1 Update on recent proposals

JP outlined two concurrent issues relating to the footpath in The Sands field. The first is the proposed amendment to the development plan submitted to WODC to allow for a 3m space between the gardens of The Sands and those of nos 5-9 Wildbourne. The second is the impending formal consultation to be issued by WODC to extinguish the informal footpath running behind The Sands and alongside Calais Cottage. JP expressed his personal view that WODC may be infringing on the OCC decision regarding the DMMO.

10.2 Proposal to respond should an order be made to extinguish the footpath

JH indicated that there will be sufficient time following the issuing of the consultation for the PC to respond so it was felt no response is required at the present time. JH will be meeting with the planning officer about this application and will pass any further information to the PC.

11 To consider and vote on the sec 106 recommendations from the sub-committee (GA)

A sub-committee has been formed to consider the suggestions and a shortlist has been drawn up of bids which the sub-committee put to PC for their consideration and approval as well as a list of bids to be rejected for various reasons. JP proposed to approve the sub-committee's list of unsuccessful bids. Vote taken; all in favour. Motion carried.

PR proposed to approve the selection of successful bids made by the sub-committee (with flexibility as required should certain items not be required over time) with the actual spending for each item to be brought before the PC at the appropriate time. Vote taken; all in favour. Motion carried. JH expressed reservations over providing a shelter for young people and considers it a place where drug-taking and further vandalism will take place. GA left the meeting with his apologies. Details of bids received will be available on the website.

12 Proposal to carry out a Tree safety assessment by arborealist (CT/JP)

On behalf of CT, JP proposed that a tree safety assessment should take place, taking into account the serious nature of chalara ash dieback and fungal issues identified in some trees already. Vote taken. All in favour; motion carried.

13 Church Wall (CT/JP)

13.1 Proposal to accept Church wall tender

JP proposed to accept the Church wall tender as prepared by the consultant RM Architects and CT. Vote taken; all in favour, motion carried

13.2 Proposal to advertise the public tender

JP proposed that the Clerk publicise the invitation to tender as circulated to the PC. Vote taken; all in favour, motion carried.

14 Planning (PY/PW)

Please refer to www.westoxon.gov.uk/planning for further details of the following applications. The following planning applications were considered and voted on:

14.1 19/02314/FUL Greensleeves, Lyneham Road. Objection.

14.2 APP/D3125/W/19/3234587 Green Lane garage. Objection.

15. Correspondence

There were no comments.

16. Village Green (PR)

16.1 Tennis court fire damage

PR reported arson damage to the Police and insurers have been informed. An estimate for repair will be sought.

16.2 Play area Inspection report

PR reported on the play area inspection. Bark areas, weeds and matting were mentioned frequently in the report. PR has drawn up a list of repairs required and agreed that a quote for repair work should be sought from Robin Perry for consideration.

The bins have been concreted into the ground. The tennis court fencing which was vandalised has been repaired. The gate has been repaired. Weeds and thistles have been removed from the older children's play area.

JH reported that the lower branches of trees overhanging the MSA car park need to be removed to facilitate car parking. Clerk will obtain quotes for the removal of these branches.

17. Accounts

17.1 To approve the July receipts and bank reconciliation; August receipts and payments, bank reconciliation and September payments.

Receipts, payments and bank reconciliation were checked. Vote taken to accept; all in favour. Motion carried. **Bank balance at 31st August 2019: £110,970.58**

July Receipts	
Chip van (April-June)	75.00
HSBC compensation	50.00
TOTAL	**£125.00**
Aug Payments	
Allotments water July-Sept	238.23
Google Play cloud storage annual fee	79.99
Clerk basic salary + holiday	376.53
July Grass cutting	1,465.00
Lengthperson salary	221.49
Employer pension contributions	24.27
Employee pension contributions	40.45

TOTAL	**£2,354.05**
Aug Receipts	
Fair contribution	50.00
Peppercorn rent	101.00
Cemetery interment/exclusive rights	220.00
TOTAL	**371.00**
Sept Payments	
Defibrillator pads	**37.14**
Play area inspection	**297.00**
PC website	**84.00**
Mileage to bank	**23.11**
Gazebo	**16.49**
Lengthperson materials	**17.91**
Play equipment repairs	**2.79**
The Sands field title plan	**6.00**
Emergency Plan printing	**30.00**
Concrete bins	**262.56**
Village website domain renewal	**19.19**
Emergency ash felling	**600.00**
Clerk basic salary	**376.53**
Lengthperson salary	**200.19**
Employer pension contributions	**24.27**
Employee pension contributions	**40.45**
August grass cutting	**1,495.00**
TOTAL	**3,529.84**

17.2 To sign July & Aug bank statements (JP)

JP signed the bank statements for July and August.

18. Public session for non-Agenda items

CCTV: It was suggested that CCTV should be installed on the Village Green. JH reported that the MSA has installed cameras on the exterior of the building.

Village Hall: Thanks were extended to the PC for grant promised resulting from the sec 106. Could the PC formalise the promise of funds in order to apply for other grants; also whether funds could be spent in

anticipation of the funds being received. JP deferred the decision to the sub-committee who will respond in due course.
Cemetery: It was reported that the cemetery is in a poor condition – grasscuttings left on gravestones, weeds, rotten branches left to strewn around the site etc. JP replied that the cemetery will be inspected before further action is taken.
Gate into the play area: Enquiry about whether it has been fixed. SW replied that it had been fixed but will check it is still functioning.
Finger post: A request was repeated for the installation of a finger post at the Bruern T-junction. LL responded that it is on OCC Highways works list following her request and will be carried out in due course.

19. AOB.
Bus shelter path: JH reported that the builder has closed a gap between the bus shelter and the new development next to The Hare. He also reported that the builders will remove the mesh fencing along the footpath and replace with close board fencing. He queried whether the PC would consider cutting down the tree overhanging the new houses next to The Hare. It was pointed out that the PC has no legal responsibility for the tree. JP suggested that the tree could be added to the tree safety survey but made no commitment to dealing with a private land owner's tree.
Welfare Trust: PR reported that £900 of grants/gifts have been given away.
Witney High Street shop rates: PR mentioned that WODC charge very high rates for shop rental in the town.

JP closed the meeting at 9.40pm.