Milton-under-Wychwood Parish Council Meeting
Wednesday 16th January 2019 at 7.30pm in the Village Hall

Present:
DCllr Haine (JH), Cllrs John Pratt (JP), Rawlins (PR), Chairman Trotman (CT), Ward (PW), Young (PY).
Parish Clerk: J. Miller. 5 members of the public.

1. Apologies for absence
CS.

2. Declaration of Interests
JH declared an interest in planning. PR declared an interest in items on the Agenda.

3. Proposal to approve the minutes of the December meeting.
It was moved to approve the December minutes. Vote taken. All in favour; motion carried. CT signed the minutes.

4. Matters arising from the November/December meeting
None.

5. Public session for all items related to this Agenda
OCC fixmystreet website: It was reported that it works well with pothole reporting. However, there were also reports of streetlamp complaints having no response.

6. To receive the following reports:

6.1 Chairman's Report (CT)
Church wall: Waiting for a decision from the Diocese. Builder will be approached shortly about the work.
Woodland walk: License is expected by the end of the month and contractors hope to begin grading work and path work followed by tree planting in March. Thames Water grant of £25,000 has been awarded which will cover the cost of the project.
Defibrillator: Baptist Church defibrillator has been used and Clerk to order new pads. Has been delisted with SCAS until such a time they have been restocked.
Tree maintenance work: As part of the PC rolling maintenance programme, the Churchyard will be inspected during the coming year.
Allotments: All plots have been let apart with the exception of one half which is now being tidied up before being let. There is now a waiting list.
Milton Volunteers: Shortly to make an assessment of need around the village.

6.2 District Councillor's Report (JH)
Supplementary Planning Document: Chipping Norton is expected to have 1200 new houses, a primary school, work units, plus A361 bypass from Banbury Rd, across London Rd to link up with A361. Consultation will take place shortly regarding this document.
Cotswold Conservation Board: WODC have been approached to approve the AONB to form part of a Cotswold National Park which would cover 15 different areas. JH is not in favour of this due to the loss of control of the large area including right to decided planning issues in West Oxon. Fears that media is focusing on positive aspects without informing the public of the negative aspects.

6.3 County Councillor's Report (LL)
Cherwell District Council is working with OCC to make departments more efficient.
Budget: New initiatives are taking place with the hope of making savings. Social care for young people and vulnerable people will not suffer cuts but Mental Health provision will be brought in-house rather than

being outsourced to inadequate providers.
New Highways Staffing: Matt Timms – technical advisor; James Wright – traffic; Dave Catley – road signs;
School crossing: Further to the plans to improve the safety of the school crossing area, a zebra crossing is now being considered.
CT queried the fingerpost sign at Bruern Road junction. PW also queried the Hope & Clay HGV signage from A424. LL to follow up these queries.

7. Proposal to approve the risk register (CT)
Amendments have been made to last year's register. Proposal to adopt risk register and amendments. Vote taken, all in favour; motion carried.

8. Proposal to register Parish Council owned land and property with HM Land Registry (CT)
Internal auditor has recommended that any land or property listed on the asset register should be registered with HM Land Registry. This includes the Village Green, Parish field and allotments and Bus shelter which are currently unregistered. Motion to approve this registration. Vote taken; all in favour, motion carried.

9. Proposal to approve the asset register (CT)
The asset register was circulated. CT queried the existence of the streetlamp on the Village Green. Motion to accept the asset register. Vote taken; all in favour, motion carried.

10. Consideration of the safe storage of documents (CT)
CT suggests a copy of the original Inclosure document should be kept in the Bodleian library with the original Inclosure map. Copies to be made for local use. Other historic documents should be kept with the solicitors.

11. Proposal to approve Budget for 2019-2020 (JP)
JP explained the figures proposed. Precept is kept at £50,000 but will be reconsidered for future years. It was queried whether Fuel allotments income should be included in the budget due to Charity status but this detail will be dealt with before the year end. Query about legal costs relating to Spitfire's appeal against the DMMO. Clerk to contact Lisa Gray at OCC regarding liability of the PC in the event of an appeal and submission of sec 257 by Spitfire.
JH clarified that the grey bin on the Village Green car park is purely village waste while the green bin is MSA waste and paid for by the MSA. Motion to approve this budget. Vote taken, all in favour. Motion carried.

12. Proposal to plant trees in new section of Cemetery proposal- reminder and decision
CT suggests a smaller tree with a narrower column, such as a mountain ash. The location is on the unconsecrated grass verge inside the fence. It was noted that the newer part of the cemetery is lacking in interest and would make the area more attractive. CT has asked grass cutter to keep the hedge border taller to screen the cemetery from the allotments. PR is not in favour of trees due to the increased maintenance for future councils and considers that the hedging planted there is sufficient for screening if growing well. This request for planting is not dedicated to anyone and does not need to set a precedent. Query about whether there is sufficient room for unconsecrated graves but CT is happy that there is. Motion to suggest the mountain ash trees. Vote taken; 5 in favour, 1 against, motion carried.

13. Consideration of The Sands cul-de-sac lighting (CS)
Clerk to request that OCC installs an additional streetlamp.

14. Proposal to move the Christmas Tree to the Village Green from December 2019 (CT)
JH is not in favour of moving the location to the Village Green due to muddy ground. The Green would be safer for pedestrians during the carols around the tree. JH suggested we cordon off the pedestrian area during the carols around the tree to prevent possible accidents. PC to meet at Village Green later this month to discuss potential site of tree to inform further discussion; also to discuss location of benches, as well as the play area single and double gates.

15. Proposal to approve grass cutting tender
CT suggested amending the contract to a 3 year term, beginning on 1st April 2019, ending 31st December 2021. Clerk to place advert in the Witney Gazette and locally in order for tenders to be considered in March. Vote taken; all in favour, motion carried.

16. 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 upon:

16.1 **18/03588/HHD** *16 Jubilee Lane*, Conversion of garage to kitchen. This is permitted development and so no consultation is necessary.

16.2 **18/03543/FUL** *Land west of 42 Ansell Way,* Construction of detached bungalow and vehicular access. Respond by 8th Jan. **Objection**.

16.3 **18/03564/HHD** *Juniper House, Shipton Road,* Extension to existing single storey conservatory. Respond by 10th Jan. **No objection.**

17. Correspondence
No comments.

18. Village Green (PR)
PR reported that Robin Perry will commence work on the Village Green this week weather permitting. The Play equipment parts for repairs have been ordered. CT raised a query about the safety of the double gates at the enclosed play area. PC to look at this when they meet to view possible sites for benches and Christmas tree.

19. Accounts (CT)
19.1 To approve the December/January payments, November/December receipts and bank balance
Bank balance at 31st December 2018 is **£118,074.30.**

November Receipts	
Allotment rent	169.00
Cemetery	150.00
TOTAL	**319.00**
December Receipts	
The Pound parking rent x5 spaces	162.50
Interest	26.60
TOTAL	**189.00**
December payments	
DMMO printing	36.60
Photocopying	3.00
Lengthperson materials	3.51
Dec Extra meeting	10.00
DMMO postage	34.04

Lengthperson salary	218.31
Clerk salary	487.58
Pension (employer contribution)	23.82
Pension (employee contribution)	39.69
TOTAL	**856.55**
January payments	
Clerk salary	362.92
Lengthperson salary	156.75
Pension (Employer contributions)	23.82
Pension (Employee contributions)	39.69
Pension (Employer contributions)	5.96
Pension (Employee contributions)	9.92
Lengthperson materials	3.51
Materials	9.94
Christmas Eve carols contribution	50.00
PAYE ending 05/01	140.80
ParishOnline mapping subscription	100.00
TOTAL	**903.31**

19.2 To sign November and December bank statements (CT)

The bank statements were checked and signed.

19.3 To approve the statement of accounts for the third quarter (JP/CS/CT)

JP thanked the Clerk for the statement. Motion to approve the statement of accounts. Vote taken, all in favour, motion carried.

20. Public session for non-Agenda items

It was reported that the 'No dogs allowed' sign affixed to the enclosed play area fence has fallen off and needs to be replaced.

21. AOB.

PW reported that the Chairman of WOCT bus service has indicated that the passenger numbers is increasing and if this continues it may consider running a Saturday service.

He also informed the PC that tenders have just been sought for the Neighbourhood Plan Landscape Assessment.

PY gave positive feedback from the recent Community Orchard tidy-up.

JP wished to suggest that when the Village Hall Committee make a formal request for funding for the refurbishment, providing sufficient detail is given, the PC should use discretionary donation funds (sec 137) before the end of the financial year. CT requested they inform us of all quotes and planned expenditure for the coming financial year.

CT suggested that the PC arrange to host the next Wychwoods Together before Easter.

CT closed the meeting at 8.53pm.