

A meeting of Milton-under-Wychwood Parish Council was held on Wednesday  
18 July 2012 in the Village Hall at 7.30pm

PRESENT: Councillors Collett, Rawlins, Haine, Marsden, Naish, Smith, Laura Jones and Helen Jones.  
8 members of the public.

APOLOGIES: None

DECLARATION OF INTERESTS:

Cllr Rawlins declared personal interest in matters relating to planning application 12/1052 Milton House Cottage, Green Lane.

MINUTES OF THE LAST MEETING: The minutes of the meeting of the Parish Council held on 20 June 2012 were approved and signed by the Chairman.

PUBLIC:

Branch of tree at Church yard is dangerous and overhanging the footpath.

Incident occurred at the lower entrance gate to the Green opposite the Deli whereby a small child was hit by the gate as it swung back. Child was taken to the Wychwood Surgery and required stitches for his injury. The gate needs something to allow it to close more slowly. The gates were put there for safety. Chairman will talk to the blacksmith.

Gate opposite the Co-op is pending.

MATTERS ARISING:

Cllr Rawlins has spoken with resident regarding the overhanging branches at The Square.

Cllr Rawlins reported that the Welfare Trust accept the Rules to the Allotment Tenancies.

The weeds in the village have been sprayed. The footpath from the bus shelter is in a bad state. Cllr Haine will speak with resident of 7 High Street . Cllr Rawlins is happy to strim the weeds as he did before.

The grass verge at The Sands T-junction has not been cut. OCC/Cottsway has been out in the last few days and this may have been done. They do not come out as often as they used to.

There are overgrown hedges around the village particularly The Sands. Some are a constant problem. The Council will monitor but may have to take a firmer approach.

The road markings at Ansell Way have been reported to OCC Highways.

There is a broken branch of an oak tree hanging in the Church Yard.

3 quotes have been obtained for pollarding the 2 lime trees at the Church Yard:

1. £650 per tree
2. £1750

3. £620 + VAT = £744

All agreed to accept quote at £744 from Treotech Arboricultural Services. They will be asked if they could deal with the dead wood and the broken branch at the same time.

Councillors met at the Cemetery and weeded and tidied up the hedgerow.

Chairman has taken a look at the shrubs at Elm Grove. They do overshadow the properties nearby. They will be easier to cut back in the Autumn when the leaves have fallen. The Contractors will be asked to cut them back hard at the end of the season as part of their hourly rate.

The footpath at Jubilee lane has been reported to OCC Highways and a report back is awaited.

The Annual Return has been sent to the Auditor.

HSBC Bank Mandate has been completed to include the new members of the Parish Council. The accounts are to continue with HSBC Bank PLC and the Bank is authorised to pay all cheques with any two of the listed signatories. The new Councillors will be required to show identification and address verification at the HSBC Bank, preferably at Chipping Norton.

Copy of invoice for the purchase of the salt bins has been forwarded to OCC Area Steward Officer for re-imburement.

Copy of the Parish Council Code of Conduct has been put on display in the Village notice board.

Cllr Naish attended WODC Forum meeting which she found very useful and interesting. She attended workshops relating to planning and policing and has information available.

Cllr Naish reported that any increases in Precepts this year will be pegged at 3.5%.

#### NEWSLETTER:

Cllr L Jones reported that the next newsletter is due in September and she is considering changing its look. Colour newsletters were printed in the past when focusing on the fete and Christmas. Cllr Jones will obtain prices for printing black and white and colour copies. She would like to give Davenports a 2<sup>nd</sup> chance. Councillors agreed to correspond via email regarding this matter.

#### WEBSITE:

Cllr L Jones reported that she has now taken over the running of the website from Chris Hart. The current website is through WODC. The Council own the domain name: milton-under-wychwood.com and Cllr L Jones would like to put together a new website to launch at the same time as the newsletter in September. She will speak with Cravenplan Computers who register the site.

Cllr Marsden feels this should be self financing and should have a commercial link.

The website should be an information service and Cllr L Jones will work to get it up and running and will send out links via email for Councillors to agree.

WODC are happy for any information they send out to Councils via email to filter this out into the community. Useful information could go on the website. Notices will be displayed for the time being.

## CEMETERY:

### Rules:

Councillors had copies of current Rules and Regulations. Cllr Marsden reported that these are straight forward and should also cover the new extension to the Cemetery.

Item 6 should include: Desk top memorials up 6 inches in height are permitted.

### Charges:

Fees and charges were last reviewed in July 2006. Cllr Marsden reported that it was not usual practice to charge a burial fee for any child under 12 years old. Parish Council also charges £50.00 levelling fee at present which should really be the responsibility of the Undertaker.

All agreed to omit levelling fee of £50.00 in future. A vote was taken to make no charge for children under 12 years old and purchase exclusive rights:

6 votes in favour and 2 votes against.

The proposal was therefore carried.

The following increase in charges was put forward to agree at next meeting:

	From:	To:
Interment of Parishioner	£65.00	£75.00
Interment of Cremated Remains	£65.00	£75.00
Grant of Exclusive Right of Burial	£125.00	£145.00
Grant of Exclusive Right of Burial - Cremated Remains Plot	£65.00	£75.00
Erection of Memorial flat stone	£65.00	£75.00

Cllr Marsden proposed that the Parish Council should have their own interment notices for use by Funeral Directors. Cllr Marsden and Clerk will work together to prepare appropriate form for use. All Councillors were in favour of this.

The Clerk has Plan of new Cemetery extension ready for use. At a recent meeting it was agreed where cremated ashes should continue to be interred and an area of un-consecrated ground will be earmarked on the immediate verge behind the hedge at the entrance. It was agreed that the new extension should be consecrated and the Clerk will contact Revd Hartley to arrange this.

## MONITORING GRASS CUTTING:

Nothing to report.

For information the Contractors reported a fee of £30 per cut by hand at the open space between Brookfield Close/Church Meadow. This is a privately owned open space.

£25 per cut at the open space at Elm Grove.

## PLANNING APPLICATIONS:

Cllr Rawlins left the meeting at this point for the Council to discuss.

12/1052 Milton House Cottage, Green Lane. Erection of dwelling incorporating existing outbuilding and stables. No objections.

Cllr Rawlins returned to the meeting.

12/1063 33 Elm Grove. Erection of rear conservatory and link extension.  
No objections.

WODC has granted:

12/0823 5 Woodlands Close. Erection of single and two storey extensions and conversion of garage to additional accommodation.

Cllr Haine reported and updated Councillors regarding The Quart Pot. The Appeal has not been heard yet, but WODC are confident that the Appeal will not be granted. Cllr Haine had reported the presence of rats and fly tipping to Environmental Health who replied that there is a small amount of waste. They are not able to clear as it is a private property and they cannot do any more. With regard to the boarding, Cllr Haine reported that enforcement process has been put into action.

#### CORRESPONDENCE:

Councillors were reminded to complete their Register of Disclosable Pecuniary Interests forms as soon as possible.

Cllr Haine has checked the Parish Council Insurance. It was agreed to include the 4 stone pillars at the Cemetery and the stone wall and lych-gate at the St Simon & St Jude Church.

Cheque received from MSA representing £1.00 peppercorn rent and £100.00 donation to Village Green.

Community Connect is an innovative new service funded by OCC and run by Citizens Advice Bureau helping older people to access information and services.

The Clerk has various circulars.

#### VILLAGE GREEN:

Cllr Haine has quote from Complete Weed Control for spraying the weeds on the Village Green but wonders if this is the right time. He will speak to them and take advice on this matter.

The grass was cut up during the fete and the bad weather conditions but has now more or less recovered.

The grass could do with rolling twice a year and this could be added to the grass cutting contract.

The MSA has put more shingle on the driveway.

The hedge at the bottom of the Village Green should be cut back in September.

ACCOUNTS: The following payments were agreed:

E Parsons	- salary	228.80	M Ricketts-lenghperson	132.60
	- expenses	12.50	S Barnes	594.00
Alfred Groves & Sons		9.70	R Caswell	883.00
			TOTAL	£1860.60

PUBLIC:

Resident advised cost of replacing 2 metre part of wall at Church Road cost £1700 in 2007. The Church wall is listed.

There should be a proper budget to precept.

Mrs De Salis offered to help deliver the Newsletter.

Information received from WODC often appears in the Press. This information can also be filtered to residents and make people aware in the Parish.

Hedge is overhanging at Hillborough Guest House. The Clerk will send a letter to resident.

ANY OTHER BUSINESS:

Cllr H Jones put forward the suggestion to Councillors of a bi-annual meet and greet open session for residents to meet with them. There was a mixed response from Councillors. It was agreed that this was something to consider and may have a trial after September to be able to advertise in the next Newsletter. It will be down to each individual Councillor to decide if they want to attend.

Cllr L Jones reported that she would like to be made aware of the Parish Council Budget and Bank balances. Budget forecast was prepared in November 2011 for current precept and financial year. The Clerk will forward end of year accounts and budget precept to all.

Cllr L Jones requested that the Village Hall Car Park be included on the Agenda for the next meeting. This matter cannot be revisited until a period of 6 months has lapsed.

The Allotment Rules will be sent out when letters are sent requesting rents. There have been complaints that some plots are not being attended. The Clerk will send letters to those tenants concerned.

The Council agreed to hold a meeting in August. Chairman gave his apologies.

The meeting closed at 9.50pm

NEXT MEETING – Wednesday 15 August 2012