

**Milton-under-Wychwood Parish Council**

**Minutes of the meeting held on Wednesday 20 July 2016 at 7.30pm in the Village Hall**

PRESENT: Cllrs Boyle (KB), Haine (JH), Pratt (JP), Rawlins (PR), Trotman (CT) (Chair), Young (PY), Parish Clerk cover Charlotte Redman and 13 members of the public were present.

1. APOLOGIES FOR ABSENCE: Cllr Smith (CS) and Ward (PW)

2. DECLARATION OF INTERESTS

None

3. MINUTES OF THE LAST MEETING

Approval of the minutes of the June meeting – approved

Approval of the minutes of the extraordinary meeting - approved

4. MATTERS ARISING

JP raised the need for a third person to be on the Finance Committee. CT proposed that the third member could vary and the person would not need to be the same at each meeting but the Cllrs could share this. -approved.

CT – updated on a number of issues including: that the speed survey would be taking place in the village in various places during September; that the Parish Clerk is keen to further understand her role and this would be by working with Bethan Osborne; and CT provided clarification of the purpose of the two Public sessions on the agenda. The first is as an opportunity to comment on items on the agenda, the second is an opportunity to raise matters and provide information not related to the agenda.

5. PUBLIC

Ref. to speed survey conducted by PCSO Smith that had found no one speeding. Some concern expressed about the time these surveys took place and surprise expressed at the results. CT responded that the PC survey would be for seven days and 24 hours each day to give a complete picture.

Clarification was sought on the rules relating to dogs having to be on the lead on the Green. They do not.

6. CHAIRMAN'S REPORT (CT)

CT gave an overview of what he has been covering for the last month. CT and PY had attended a Unitary workshop given by the OCC. Considered different options about how roles are devolved. Now on hold following Brexit. CT also attended OALC AGM where the speaker gave a talk "A good time for Parish Councils". CT and JP have also met with the Environment Agency re. Littlestock Brook. They will come back with their plans and there may be the chance of matched funding. CT updated that he had attended a training course for Chairs of Parish Councils which had been helpful for networking. He concluded that allotment volunteers have been putting in taps at the allotments; he has written to thank Christine Hart for the fantastic efforts at the village fete, when a record amount of money was raised, and that the grass cutting contract will need to be reviewed shortly, details of extra sites to CT for draft at Sept meeting.

## 7. COUNTY COUNCILLOR REPORT

Cllr Rose said the new transport plan was being considered which included plans to add more park and ride facilities for Oxford and move them out further from the city centre to Woodstock, Eynsham and Lodge Hill. Some of the existing park and ride will continue others will be sold for housing. Decisions will shortly be taken on pump priming to keep Children Centres open and hope to have some money for day care centres to support them to build a business plan for future funding. Also looking at how local Government works in Oxford, discussions on-going.

No questions.

## 8. APPROVAL OF PC INSURANCE QUOTE

Unanimous decision to stay with the current providers until 2018 when this could be reviewed. General consensus this was good value and referenced the cost had increased due to additional items being covered including liability for the play equipment.

## 9. RATIFICATION OF EMERGENCY PLAN (JP)

Thanks were given to Edna Naish for the work she had completed on this. Now on Version 10. Have considered the emergency plan that Shipton PC have. Thanks given for professional advice provided by John Huron. Further work still needed such as identifying an emergency morgue. Unanimous agreement to accept the draft plan and update as work goes on. Hard copies to be provided to everyone named in the report and future amended versions to be emailed to each person to avoid further expenditure on printing amended copies. It is a live document that can be placed on the PC section of the Villager website. Scheduled to be updated by June 2017. Thanks were given for the continued support of Alfred Groves to hold salt grit.

## 10. PROPOSAL TO PURCHASE VILLAGE STOCK OF SANDBAGS (JP)

Discussion of the advantages and disadvantages of preparing and storing filled bags. £1,000 to buy 300 ready filled bags. Agreed Emergency Plan should have names of volunteers to fill sandbags. Agreed to remain with status quo of stored sand and bags ready to fill.

## 11. ALLOTMENTS (CT)

11.1 Approval for repair of top gate post – agreed one quote received from Tim Jarvis £190 plus VAT

11.2 Proposal to prune Bruern Road hedging – go back to Mr Sale for quote for laying again and for continued maintenance.

11.3 Proposal to introduce a maintenance deposit for allotment holders – from next date of renewal tenants will be asked to pay a deposit which will be non-refundable if they do not maintain their allotment and work needs to be done on their behalf, including strimming of edges. There will always be consideration of mitigating circumstances. To be discussed at next Tenants' Meeting in Sept.

11.4 Proposal to trim vacant plots – agreed grass cutter should trim around vacant plots.

## 12. PROPOSAL FOR INTERIM VILLAGE WEBSITE (CT)

Agreed the payment of £100 to Tim Jones to continue to host the Milton PC web page on the Villager website as an interim measure to give PY time to develop a dedicated website.

## 13. VILLAGE DATABASE (PY)

PY presented a brief paper to the PC on a proposed database to reduce costs and improve contact with villagers via email. PY to create and maintain this. This would enable contact with more residents on a regular basis where they would be provided with a digest of the minutes of the PC, the emergency plan, it would also provide the opportunity to garner local opinion. Idea was welcomed and PY to take forward. Next newsletter is an opportunity to explain the ideal to local residents and provide an opportunity to opt in to receive emails.

14. AUDIO RECORDING – agreed CT to look at purchasing recording equipment and come to the next meeting with proposed costs. This will help the parish clerk.

#### 15. PLANNING

15.1 16/01881/FUL - Halladale, Shipton Road. The planning committee have looked at this and believe it is inappropriate, over development – objection submitted.

15.2 16/02129/FUL – Highfields, Church Road. Objected as green field site and only wanting to build two large bungalows. Already had permission for four houses. Not houses that are needed by villagers. Vote five against, one abstention.

JH gave update on District Council's local plan. Withdrawn in November and suspended for 12 months. Expect new plan will have a figure of 15,350 new houses in Oxfordshire over a ten-year period. Sharba Homes appeal decision expected shortly.

A course members of the Planning Committee were going to attend has been cancelled. An alternative will be sought.

16. CORRESPONDENCE – nothing to raise

#### 17. VILLAGE GREEN (GH and PR)

The Village Green is looking good. Some damage to the Green following the fete. This has been mended.

Play equipment needs a little repair in places which will be done. Laura Jones has given her resignation to the Play Equipment committee. PR, CS and Martin Gibbs will be raising funds for seating.

#### 18. ACCOUNTS

18.1 Payments out for approval and cheques to be signed – approved and signed

18.2 Bank statements to be signed (if available) - not available ahead of the meeting.

Income/Expenditure this month

18.3.1 Payments out:

Agreed.

#### 19. PUBLIC

- Support expressed for the proposal to start an email database.
- Laurel hedge near to Jacks Cottage, High Street, still needs cutting, Clerk asked to contact again to ask for this to be trimmed.
- Turning to Elm Grove overgrown and difficult to see when driving. The Village Volunteers will be doing this.
- No meeting August, therefore could dates of fair be confirmed. Arriving Sunday 31/7, open Wed to Sat and then leaving on Sunday 7 August.
- Littlestock Brook rose rapidly one morning at 5am, due to suspected blockage at Lancut Bridge.
- Lancut Bridge has been highlighted to the Environment Agency.

#### 20. AOB

JP – drain opposite Vicarage Field could be risk to cyclist, needs to be raised with the Council. Cllr Rose noted.

JH – Mrs Upton has query re. grave stone of husband Jim Upton. CT to look at this.

JH – agreed to find suitable place on the Green for bench in memory of Jack Prue. Will be properly mounted and fixed.

Considered areas where grass cutting needed to be done since OCC stopped doing this. Agreed the areas that needed to be looked at as: Sands near Christine Hart, Old Doctors' Surgery, Frog Lane, area near Prues garage, Church Road verge and Lyneham Road verge. PC Clerk/CT to ask Kevin, grass cutter, to cut these areas also to check PC receiving funding from OCC for this.

PY – had been approached about query that younger couple living in bungalow that should be for over 60s. . Local resident said believed their husband was disabled. JH to look into it.

21. CT closed the meeting at 9.15pm.

DRAFT