

Milton-under-Wychwood Parish Council

Minutes of the meeting held on Wednesday 21st September 2016 at 7.30pm in the Village Hall

PRESENT: Cllr Boyle (KB), DCllr Haine (JH), Cllrs Pratt (JP), Rawlins (PR), Smith (CS), Chairman Trotman (CT), Ward (PW), Young (PY); CCllr Rose (RR); Parish Clerk: J. Miller; 24 members of the public.

1. APOLOGIES FOR ABSENCE: None

2. DECLARATION OF INTERESTS

JH declared an interest in all planning applications.

3. MINUTES OF THE LAST MEETING

The July draft minutes were amended (p3, item 6 to read "...in [West] Oxfordshire over a [twenty] year period." CT moved to approve. All in favour, motion carried.

4. MATTERS ARISING

Speed survey in Church Road: CT understood that the speed survey would take place in September. CCllr Rose will look into this matter.

Allotment gate: Clerk to write to Mr T. Jarvis regarding the repair of the gate post.

Review of Clerk's role: JP, JH and CT to begin this process with the Clerk.

Bruern Road allotment hedgerow: CT reports that this needs cutting back on the roadside but advice suggests it is best to keep density to preserve wildlife. Mr Edgington will do a free cut back over the winter with his hedge cutter and PC to review once complete.

Audio recording of meetings: In discussion with CT, Clerk feels this is unnecessary.

Elm Grove turning: Volunteers will cut the hedge back shortly.

Upton grave: Grave stone appears to be level with the grass now and no longer sinking.

5. PUBLIC

Bus services: PC were thanked for the promised subsidy to support The Villager bus service. The current bus provision has a number of issues including insufficient seats on The Villager for passengers hoping to travel on outward and inward journeys; service is lacking over the weekend limiting the possibility for villagers to get out of the village; lack of link service (bar one trip) to and from Burford preventing villagers connecting to the regular bus service from Burford to Witney; difficulty travelling to and from Kingham/Charlbury train stations. Query as to whether WODC rural provision might be able to support bus services. Also query regarding a Stagecoach Saturday service. CT and PW confirmed that The Villager are aware of the issues mentioned. The PC is in contact with the operators and remind public that the service is still in early stages of being established and will be subject to regular review.

6. TO RECEIVE THE FOLLOWING REPORTS:

6.1 Chairman's Report (CT)

CT gave a summary of the summer's events beginning with confirming that in the wake of the Sharba Homes appeal, the PC is supportive of proportional and appropriate development. The PC hopes to establish traffic management schemes to restrict HGV traffic during building work. CT informed the PC that the village would receive a grant of around £118,000 towards sport and recreation development as a result of the development and the PC will consider how best to spend this money but suggestions welcome. The Environment Agency scheme to install woody dams upstream of The Heath to deal with surge water continues to progress. The Emergency Plan has now been published and distributed and thanks extended to members of public who have offered their support in event of an emergency. CT concluded by confirming that the PC had opposed the development of The Milton Hare car park in favour of keeping the area for parking.

6.2 County Councillor Report (RR)

RR expects that the condition of sale to include the stipulation that HGV must not travel through the village to reach Sharba Homes building site. PC was informed that sec 106 grant arising from Sharba development allows for a two year funding provision for a new bus service. In the meantime, the OCC Comet private bus service can be hired for around £40 per day between the hours of 10am-2.30pm and suggestion made that the PC could part-finance this service once a week. RR concluded by updating the PC on the OCC Unitary Council proposal which has received full approval and proposal will be submitted to the Government shortly. The option approved will save £20mil per annum.

7. LITTLESTOCK BROOK FLOOD PREVENTION (JP)

To consider the initial proposal from Wild Oxfordshire and the Evenlode Catchment Partnership to partner with the PC in the creation of 12 woody dams upstream of The Heath for 500yds approx.. The project aims to intercept sediments and reduce build-up of the stream bed at The Heath. Further flood management measures will be considered in due course under guidance from the Environment Agency. PR expressed concern that there is no guarantee that the project will have the desired outcome and queried whether there should be a maximum limit on what the PC is prepared to spend on flood management in this specific area which is historically known for flooding. JP proposed that subject to all landowner permissions being granted, PC provide £4,600 from the PC Littlestock Brook budget of £5,000, to match that of Wild Oxfordshire who will act as Principal. Vote taken, majority in favour. Motion carried. Chairman suggested a meeting with the landowner and the residents of The Heath.

8. NEIGHBOURHOOD PLAN (PY)

The Planning sub-committee outlined their research thus far into the possibility of developing a Neighbourhood Plan in conjunction with Shipton PC with the main focus being limiting where housing development can take place over the two parishes. Expected cost for Milton PC subject to securing grants available would likely be around £4,000. PY proposed that PC proceed with next step of process. Vote taken, all in favour. Motion carried.

9. PLANNING

The following planning applications were considered:

9.1 16/0908/FUL *High Fields, Church Road*

Vote taken to object due to over development. Motion carried.

9.2 16/02682/HHD *Land south of The Hare, High St*

Objection registered during summer recess due to existing parking problem on High St and the need for a pub car park.

9.3 16/02853/HHD *Owls View, Shipton Road*

Vote taken to object due to inappropriate and unsuitable structure for the residential site in question. Motion carried.

9.4 16/02733/HHD *36 Elm Grove (annexe)*

Objection registered during summer recess due to over-development of site in question.

9.5 16/02735/HHD *36 Elm Grove - rear extension*

Vote taken to support application. Motion carried.

9.6 16/02986/FUL *12 Jubilee Lane*

Vote taken to object due to design of roof which is out of keeping with surrounding buildings and existing roofline. Motion carried.

10. VILLAGE GREEN

PR informed PC of rubber matting installed at entrance to Green as well as the repair to the rocking horse seats. The broken play equipment is covered under the Playdale warranty.

BMX track: Intervention taken in the illegal digging of a BMX track on the Green. PC would consider the idea in a suitable location and with adequate planning and finance, possibly from sec106 Sharba development funds.

Anti-social behaviour: Reports about intimidation and use of foul language by teenagers in the toddlers play area, sometimes directed at parents with young children which is unacceptable. Clerk to inform Police of this behaviour which usually occurs after the school bus drop-off.

11. CORRESPONDENCE

All Councillors had received correspondence ahead of the meeting. There were no comments.

12. DONATIONS UNDER SEC137 (JP/CT)

Following a request received from the Headmaster of Wychwood Primary School, a proposal was put forward to provide a one-off grant of 5% of the project shortfall and 1% of the project fund, i.e. £1,000 towards the all-weather sports pitch. Some concern expressed about the impact of the floodlights which are intended to permit hire after school hours by locals. Mrs Hemming reassured the PC that the main purpose of the pitch is for the benefit of the pupils. Vote taken, all in favour of approval. Motion carried.

13. ACCOUNTS

13.1 Payments out (retrospective and new) were approved and cheques were signed:

RoSPA annual inspection	218.40
Alfred Groves: Survey line marker for allt plots Lengthperson materials	26.29
Village Hall hire 2016-17 plus EPM	324.00
J.Pratt: reimbursement for EPM map printing stock & Shovels for village stock	74.14
Skip Hire for D.Wilks	168.00
Clerk Holiday cover@4.25hrs	40.94
BDO External audit	360.00
August grass cut	1,303.75
The Villager bus donation (approved in May)	600.00
Lengthperson salary	303.27
Clerk Jul-Sept salary & holiday pay & emergency plan printing	837.20
WODC waste collection	209.82
C.Trotman:reimbursement for allotment taps & cemetery posts	220.30
Wychwood all weather pitch donation	1,000.00
TOTAL	5,686.11

Payments in:

Interest business a/c	9.26
Pound parking	162.50
Pizza van	25.00
TOTAL	196.76

Bank balance as of 31/08/2016 is £69,714.76.

Cash book balance:£69,086.62.

13.2 To review the BDO External audit for 2015-16 (JP)

Finance Committee examined the feedback given in external audit report and found one point regarding the statement that the RFO is a Councillor to be incorrect. Clerk to correct misinformation with BDO.

Clerk together with Finance committee have other points in hand, these being the necessary risk assessments; internal controls; fixed assets list to be declared at historic value. Deadline for compliance is 31 March 2017.

13.3 CT was presented with the July-August bank statements which he signed.

14. PRESENTATION OF ACCOUNTS VS. BUDGET FORECAST FOR THE FIRST QUARTER

Councillors had received a copy of the accounts for the first quarter and a comparison to the 2016-17 budget. Thanks were extended to the Clerk for the clear presentation. Potential adjustment to be made to the budget to correct the source of library staff funding. Recent advice given suggested it should come from sec 137 budget. Clerk to check and amend if necessary.

15. RECOMMENDATIONS OF THE FINANCE COMMITTEE (JP/CT)

15.1 To update the existing tender document for grass cutting contract from 1st Jan 2017-31st Dec 2018 CT has modified the document to include the additional areas requiring cutting now the OCC grass cutting has stopped. Query over ownership of Lancut bridge path. Clerk to contact landowner prior to tender document being finalised. It was proposed that the Clerk places an advert in the Witney Gazette and on website ASAP once document finalised with CT. Vote taken, all in favour. Motion carried.

15.2 To review the farmland rental from September 2017

It was proposed that, with a view to the possibility of the PC and Welfare Trust taking control of the brookside strip after the maincrop harvest in 2017, the farmland rental contract for the period commencing 29th September 2017 remain at the present rate per acre adjusted for the existing farmland area without the 20 metre wide strip. The respective farmland area to be rented from 29th September 2017 would be some 22.5 acres. It was noted that the Welfare Trust receives £10 more per acre than the PC side. Vote taken, all in favour, motion carried.

15.3 To review the farmland rental from September 2018

This was deferred to a future meeting.

15.4 Proposal to adopt draft Financial Regulations

JP reviewed the NALC model regulations 2013 and proposed to adopt this model adapted for Milton-under-Wychwood as in the version circulated on 14/09/2016. Vote taken, all in favour, motion carried.

15.5 Proposal to seek tenders for repairs to the Church stone wall

This was deferred to a future meeting.

15.6 To consider the excessive shading caused by the Churchyard yew trees

This was deferred to a future meeting.

16 PUBLIC

Woodland strip along length of Littlestock brook: Query regarding ownership and associated upkeep of the woodland strip. Chair confirmed that PC would own the strip and that future budgets would necessarily include maintenance of trees if the planting scheme (separate from the woody dams scheme) goes ahead. If scheme doesn't go ahead, the strip will be released back to tenant farmer in 2017.

Sharba development: Query regarding protection of hedgerows between Upper Milton and Milton on roadside.

Anti-social behaviour in play area: Suggestion of age-restriction signs. PC were informed that had been done in the past but were destroyed and removed by vandals.

17 AOB

Fish & chip van rent: JH has been collecting rent from replacement fish & chip van.

Fallen tree: PR informed PC that a tree has fallen close to MSA.

Welfare Trust allotment rent: PR informed PC that rent will be increased for Welfare Trust tenants in Sept 2017 to £10. Concern among Welfare Trust Trustees that the recent suggested improvements/maintenance to the allotments will incur too great a cost. Also concern that Trust will lose 10% of income from the loss of the strip along the brook.

PR thanked JP for extensive work on Emergency Plan and Littlestock Brook.

Badger sets survey: PW informed PC of survey due to take place shortly around Sharba development site and wishes the public to notify the PC of any known sets.

Chairman closed the meeting at 9.45pm.

DRAFT