

Milton-under-Wychwood Parish Council

Minutes of the meeting held on Wednesday 16th November 2016 at 7.30pm in the Village Hall

PRESENT: DCllr Haine (JH), Cllrs Pratt (JP), Rawlins (PR), Smith (CS), Chairman Trotman (CT), Ward (PW), Young (PY); Parish Clerk: J. Miller; 14 members of the public.

1. APOLOGIES FOR ABSENCE: Cllr KB

2. DECLARATION OF INTERESTS

JH declared an interest in all planning applications.

3. MINUTES OF THE LAST MEETING

The Oct draft minutes were considered. CT moved to approve. All in favour, motion carried.

4. MATTERS ARISING

Internal auditor: JP informed PC that the scope of work needs to be determined by the Finance Committee before appointment is made. Previous work included a review at the end of the financial year. JP proposed that the internal auditor carries out an additional end of second quarter review. Vote taken, all in favour. Motion carried Costs not clear at this stage but estimated at £300. Six monthly audit will happen from April with first contract to be for a duration of 18 months.

Risk assessment: Clerk is currently working on the risk assessment.

Pulhams coach service: PW informed PC that Pulhams will not be operating a Saturday service before Christmas unless passenger numbers were guaranteed.

5. PUBLIC SESSION FOR AGENDA RELATED ITEMS

Speeding: PC were informed that NAG representatives will be shortly witnessing the speed watch equipment in action in Faringdon.

Fardon House Planning application (see PLANNING): An interested party informed the PC that the building in question is larger than an average shed and impacts the view and outlook of the property onto which it backs; the shed could have been located elsewhere on the property to minimise impact on neighbouring properties.

12 Jubilee Lane Planning application (see PLANNING): An interested party informed the PC that in his view the description of the development is incorrectly described as 'single storey rear extension'.

6. TO RECEIVE THE FOLLOWING REPORTS:

6.1 Chairman's Report (CT)

Allotments meeting: Following this meeting, CT informed PC that there is some concern that WT and PC are covering the cost of maintaining untidy, poorly kept plots. The matter is to be discussed at the next meeting. Water is to be turned off during winter months to avoid burst pipes. The provision of major items such as a lawnmower for tenants' use is supported by tenants present.

S106 suggestions: Those received include designated dog walking areas on the village green; road crossings at the end of Frog Lane and at Prews garage; lock-up facility at the allotments; new kitchen at the village hall; additional parking on the green; seating at the play area; BMX

ramps; lit tennis courts; resurfacing of roads; widening of pavements. Thanks extended for all suggestions received so far.

Poplar tree in cemetery: Ongoing discussions with tree surgeons and SSEB regarding pollarding the trees which are hanging over power cables. SSEB will cut back and PC to review at a later date with regards to pollarding.

Churchyard yew: Following consultation, PC advised PCC that it will not take any action due to the potential impact on graves under and surrounding the tree.

Drains in Church Road: Jet blasting will take place shortly to address overflow.

Littlestock Brook: Work on woody dams to begin once license has been obtained from Environment Agency.

Church wall: WODC have been contacted to enquire about the listed church wall. Further enquiries to be made but like for like repair would need to be carried out. Builders will be contacted in due course to obtain a number of estimates at which point both the Diocese and WODC will advise further.

6.2 District Councillor's Report (JH)

JH shared the 2020 vision of the sharing of services proposed by the District Councils. It focuses on expanding the sharing of resources and services which has already been established and hopes to enhance existing provision under a company-operated model. JH explained the rationale behind this model in detail, highlighting the expected savings of £41m over 10 years. Other district news reported was the introduction of a charge for green waste of £30 per bin. The draft local plan is now available for public consultation over 6 weeks and exhibitions will be held at various locations in the district.

6.3 County Councillor's Report (RR)

RR summarised a few recent developments at County level including confirmation that HGVs associated with the development of Land south of High St will not be permitted to travel through the village. Following public consultation with regards to household waste disposal, RR informed PC that not all 7 sites will remain open and there will be some charges in place. Standlake site will remain open though with some changes to hours.

7. JOINT WYCHWOODS PARISH COUNCIL MEETING (CT)

Clerk to liaise with Wychwood Councils to arrange a date in January once venue has been established. It was suggested that the PC should provide sandwiches and nibbles, not drinks. Agenda items to be decided at a later date.

8. PARISH COUNCIL WEBSITE (PY)

PY updated PC on website development. A company recommended by the OALC has been approached and cost for initial set-up will be around £400. Home page expected to be online in January.

9. TO FINALISE CHRISTMAS ARRANGEMENTS (CT)

Christmas tree will be delivered on 9th Dec and will be erected and lit up on 10th Dec. The Christmas Eve carols will take place at 6.30pm around the tree if dry and in the church if not. Clerk to speak to Mr Hunt regarding a potential replacement and to ask if John Witts will be able to participate. Clerk to put up posters to advertise the event. KB to organise refreshments with The Hare. Clerk to double check power to spend with regard to refreshments and reminded PC that £50 is the sum provisionally budgeted. JP proposed to establish a limit on refreshment expenditure. Proposal was rejected.

10. TO REVIEW THE RESULTS OF RECENT SPEED SURVEY (CT)

A review of the figures attached to the speeding survey revealed that there is insufficient evidence to suggest there is a speeding problem on Church Road, based on average numbers of vehicles exceeding the speed limit. The figures are not sufficiently alarming to involve the police (according to police data). Discussion followed about merits of alternative speed monitoring including freestanding speed cameras manned by individuals and road humps. PC to continue to monitor the situation and will await NAG feedback from Faringdon case study.

11. TO CONSIDER GRASS CUTTING TENDERS FOR 2017-2018

7 tenders received and were opened shortly before meeting this evening by Chairman in presence of Clerk and other Councillors. All tenders were reviewed by Councillors. JH proposed that tender B be selected. Vote taken, all in favour, motion carried. Clerk to inform all unsuccessful tenderers as well as Mr Grant, the successful tenderer.

12. TO CONSIDER THE NEXT STAGE OF THE NEIGHBOURHOOD PLAN (PY)

PC is awaiting the decision from Shipton PC regarding the plan, expected later this week. As for first stage enquiries, Charlbury TC has been sharing their experience. They recommend a good project manager, good committee. They warn it is time consuming but the net cost is low. First step now is to define the area covered by the plan, form the committee then appoint a project manager. PW has distributed a survey to act a model for Milton village survey which may be distributed to every single villager as part of process.

13. PLANNING

It was noted that Sharba Homes do not intend to develop the land south of High St but will sell on to other developers. Planning Committee met with potential developer who came to conclusion that the site was not suitable due to lack of public transport and the ecological area which was unviable in their opinion.

The following planning applications were considered:

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|------|--------------|--|---------------------|---------------------|
| 13.1 | 16/03411/FUL | <i>Alfred Groves site</i> | No objection | |
| 13.2 | 16/03586/FUL | <i>Fardon House, Frog Lane (retrospective), shed</i> | | Objection |
| 13.3 | 16/03659/S73 | <i>Fardon House, Frog Lane, access</i> | | No objection |
| 13.4 | 16/03682/HHD | <i>12 Jubilee Lane</i> | No objection | |

14. VILLAGE GREEN (PR)

Bye-laws: Discussion regarding the possibility of displaying the bye-laws to deter anti-social behaviour and misuse of land. It was noted that the informal BMX track groundwork has halted and does not present a long-term problem. If it continues, Councillors will address the matter with those involved. The anti-social behaviour is considered to be a few isolated incidents only and will be monitored but no further action to be taken. PR reported that a railing is broken in the fence near the MSA.

15. CORRESPONDENCE

All Councillors had received correspondence ahead of the meeting.

Comments made regarding the portable floodlights used on the green by the boys' football club, but lights were deemed acceptable for the winter period.

A memorial stone which meets all criteria was approved.

16. DONATIONS UNDER SEC137 (JP/CT)

16.1 Volunteer Link-up donation in 2014-2015 was £100. Proposal to approve £100 donation. Vote taken, all in favour. Motion carried.

16.2 Wychwoods Day Centre donation last year was £500 and is a PC budgetary commitment this year. Proposal to approve £500 donation. Vote taken, all in favour. Motion carried.

16.3 Carols refreshments. No proposal supported.

16.4 Citizens Advice Bureau donation last year was £100 and is a PC budgetary commitment this year. Proposal to approve £100 donation. Vote taken, all in favour. Motion carried.

17. ACCOUNTS

Bank balance on 30th October: £93,858.15

17.1 Payments out (Nov) were approved and cheques signed:

Lengthperson materials	7.02
Lengthperson salary	146.80
Clerk salary (37hrs + work at home allowance)	458.02
Dog poo bags for vets	69.65
PAYE holiday payment	69.64
Grass cutting	1460
Donation Citizens advice Bureau	100
Donation Wychwoods Day Centre	500
Lawnmower for allotments	295
TOTAL	3,106.13

Payments in (Oct) were approved:

Precept 2/2	25000
Shooting rights	75
Pizza van rent	25
Cemetery	225
Allotment rent 2016-17	107
TOTAL	25,432

17.2 To sign Oct bank statements. CT was presented with the Oct-Nov bank statements which he signed.

17.3 To approve Finance committee as new cheque signatories. Proposal made to confirm CT and JP as new bank signatories for the PC accounts. Vote taken, all in favour, motion passed.

18. THREE YEAR ROLLING BUDGET 2017-2020 (JP)

18.1 To review the first draft

Councillors had seen the draft. Proposal to approve the draft. Vote taken, all in favour, motion carried.

18.2 To propose exceptional projects and their estimated costs and timing

According to 3 year rolling budget there will be £15,000 each year for special projects and as such there will be no need to increase the precept. Discussion regarding the surplus, which is helpful for unforeseen expenditure. Thanks extended to JP for detailed work on the rolling budget.

19. PUBLIC

Drain on Church Road: Query regarding the situation. It was confirmed that work would continue.

Neighbourhood Plan survey: Query about its' scope. PY confirmed it would be delivered to every village resident.

20. AOB

Cemetery: PR commented on organisation of burial strips. Clerk confirmed that she was allocating burial spots according to information passed on when she took over the role. Clerk to ensure the first row is completed before any further are allocated in the next.

Newsletter: To be published early/mid-December and Councillors asked for a few details for a Meet the Councillor section.

Chairman closed the meeting at 9.45pm.