Milton-under-Wychwood Parish Council

Minutes of the meeting held on Wednesday 15th November 2017 at 7.15pm in the Village Hall

Present:
DCllr Haine (JH), Cllrs Pratt (JP), Rawlins (PR), Smith (CS), Chairman Trotman (CT), Ward (PW), Young (PY); CCllr Leffman (LL); Parish Clerk: J. Miller; Jo Old and David McKnight (Environment Agency), Richard Bennett (Wild Oxfordshire), 8 members of the public.

1. Apologies for absence:
None.

2. Declaration of Interests
JH declared an interest in all planning related matter. PR on item 12 in his capacity as Chairman of Welfare Trust.

3. Presentation by Environment Agency/Wild Oxfordshire regarding the flood defence schemes for Littlestock Brook (JO, RB, DM)
Following the recent instalment of the woody dams at Littlestock Brook, the panel were present to explain in more detail how the project fits in with the flood monitoring in the Evenlode catchment. Natural Flood Management employs a variety of techniques including woody dams to reduce the flood risk and to improve water quality, thereby improving natural habitats. A number of trial projects are being carried out to evaluate the effectiveness of such techniques. The next phase of the project on Littlestock Brook will involve tree planting after Christmas. Public involvement will be welcomed in future monitoring of water levels and quality. Water quality monitoring will take place between Lancut Bridge and upstream from the sewage works. The panel were thanked and left the meeting.

4. Proposal to approve the minutes of the October meeting.
It was moved to approve the draft minutes for the October meeting. Vote taken; all in favour, motion approved. Minutes were signed and dated by CT.

5. Matters arising from the October meeting
Welfare Trust: All outstanding payments now been made.
Church wall: Contractor has been informed of his successful tender and is awaiting Diocesan instructions.
Moles on Village Green: JH reported that they have now been dealt with.

6. Public session for all items related to this Agenda
None.

7. To receive the following reports:

7.1 Chairman's Report (CT)
Church wall: Chris Hobbs has been appointed as contractor for Church Wall. The Diocese has requested a meeting with the PCC, PC and Church Architects to review drawings as they are unhappy with the replacement of the
whole wall fearing it may lose the character of the original wall. The gap is increasing significantly.
Cherry trees: Have now been planted on the Village Green; one is memorial to Doreen Barnes; second tree is in commemoration of the Milton WI centenary in 2018; other two donated by anonymous donors.
Emergency Plan equipment: Traffic cones, hazard tape and high viz vests have been purchased and will be stored in the Village Hall.

7.2 District Councilllor's Report (JH)
Problems with new service Ubico have now largely been resolved including the confusion with the MSA bins which are now being emptied at source rather than Lengthperson needing to wheel them to the entrance.

CT mentioned the problem with the Cemetery waste and garden refuse collection reported by the Lengthperson.

7.3 County Councillor's Report (LL)

Locality group meeting took place last week and WOCT were offered a significant grant towards a new bus service between Witney and Chipping Norton which will potentially provide 5 buses a day between Witney and Chipping Norton. The Villager is also submitting an application for funding to ensure their service continues. LL has access to Speedwatch plastic signs and available to PC if required.

8. To approve the draft Budget for 2018/19 (JP)

The PC had seen the draft Budget for 2018/19 prior to meeting. Final version to be approved in January 2018. The projection shows the reserves will largely be used for the Church Wall. Adjustments to next year will include advertising for tenders, miscellaneous repairs, Village Hall refurbishment under section 19. Overall budget for Receipts would be around £59,000 and would include the grant for Neighbourhood Plan. Expenditure budget would be £98,000 approx and would include the Neighbourhood Plan, Village Hall and just over half would be spent on the Church wall. JH suggested that consideration be given to the resurfacing of The Square for future precept applications and budgets. JP requested further suggestions for budget consideration in January. It was proposed to accept the draft budget 2018/19 for the purposes of setting the precept budget. Vote taken, all in favour. Motion approved.

9. To approve the precept requirement for 2018/19 (JP)

As discussed in the previous item, following due budgetary process, a proposal was made to set the precept to £50,000 for 2018/19. Vote taken, all in favour. Proposal approved.

10. To discuss the Christmas arrangements

Lights replacement: CT proposed the purchase of a new set of white lights from the same manufacturer to cover the whole tree to replace the now broken set owned by the Naish family. Sec 145 would allow a budget of up to £150. Vote taken, all in favour. Motion approved.

Carols around the tree: Arthur Hunt has kindly offered to introduce the singing. Kate Stacey and the Witts family to be invited. Clerk to find out what sound equipment will be needed. Donation to be given to Naish family for hosting the mince pies and mulled wine. Collection to be taken and given to the Wychwood Day Centre.

11. Neighbourhood Plan

11.1 To approve Neighbourhood Plan Launch budget (PY)

Launch event to take place on 2nd December in the Village Hall organised by the NP steering group. The group has requested approval for a budget of up to £310 for the event which will include spending on laminated posters, village hall hire, printing costs and refreshments. Vote taken, all in favour. Motion approved. Printing of questionnaire budget to be discussed in January. First grant application has been approved at £3,300 to be paid in to PC account shortly.

11.2 To approve the NP steering group Terms of Reference (PY)

ToR had been circulated. NP steering group have committed to sending through the Agenda and Minutes and progress of the NP to the PC. Proposal to accept the ToR. Vote taken, all in favour. Motion approved.

12. To consider Village Green play area seating options (JP)

JP has carried out some research on seating following on from the work begun by the previous Council. Original discussions involved covered seating but since then basic durable recycled plastic seating set in concrete has been investigated. Some estimates needed for budget setting purposes. It was suggested that a small group including the original people involved in fund-raising should meet in the New Year at the Village Green to discuss the location of the proposed options. JH expressed concern about a covered area.

13. To discuss the share of water costs with Welfare Trust (JP)

Budget 2017/18 included the income anticipated from WT contributing to annual allotment water costs. 2

taps on WT side, 5 taps on PC side. Proposal to split the cost of the water bill between the PC and WT. Historically the PC Fuel allotment fund covered the WT costs. PR reminded the PC that the WT is a charity and the more it has to spend on bills, the less it has to spend on grants. The proposal was amended such that the PC should continue to cover WT allotment costs. Vote taken, all in favour. Motion approved.

14. To review Duncan McCallum's report submitted on behalf of PC (PY)
Duncan McCallum's report on behalf of the PC regarding the 62 houses objection in preparation was circulated prior to the meeting. PY concluded it was a thorough report and it achieved what was necessary. PY also suggested that for future purposes, the PC should consider paying for professional services to advise in these sorts of matters. JP indicated that that provision had been made in the draft budget for such matters.

15. To discuss employer contributions to Lengthperson pension
It was suggested that the decision be deferred to look at legal obligations.

16. Transport update (PW)
PW reaffirmed LL's report that the Locality Group had offered to WOCT but that the Witney Locality Group decision will be reached in the New Year. Necessity for PC funding is yet to be determined.

17. Planning (PY/PW)
Please refer to WODC planning site or click here for further details of the following applications.
The following planning applications were considered:

17.117/02749/RES Erection of up to 62 dwellings, Land south of High St, (Amendments to original application).

Some discussion about materials proposed for some of the houses appearing to be unsuitable for the AONB site. There is ongoing dialogue with the developers regarding the proposals. Suggestion that the outer edge of the development/future village should not be finished in rough render.

17.2 17/03227/OUT 5 dwellings and pop-up car park, Land north of Milton Road. Objection. PY to write a report for the Clerk to submit to WODC.

18. Correspondence
All correspondence had been circulated prior to the meeting. There were no comments.

19. **Village Green**
Gate opposite vets: Need oiling and so will take place when dry.
Football net: Complaint that when stored it protrudes into walkway around the green.

20. Accounts

20.1 To approve the October receipts, November payments and to sign cheques

It was moved to accept the November expenditure and October receipts. Vote taken; all in favour, motion carried. Adjusted bank balance at 31/10/2017: £114,102.70.
It was noted that the Sec 137 expenditure can be increased due to less than projected costs for planting of cherry trees.

November expenditure **Description**	**Chq Amount**
50% share of shooting rights to Welfare Trust	37.50
Allotments water	21.80
Shingle for Village green gate	48.60
Lengthperson materials	7.02
Lengthperson salary	141.05
NEST contributions	50.64
Clerk salary	314.22

Photocopies	16.35
Envelopes and stamps	6.85
Village Hall NP launch hire deposit	20.00
Planting and materials for cherry trees	407.76
NP printing	30.00
D.McCallum report for 62 houses	350.00
Christmas Newsletter printing	77.25
NP launch flyers	41.72
October grasscutting	1,560.00
TOTAL	**2,689.04**

October Receipts **Description**	**Banked**
Precept 2/2	25,054.50
Shooting rights	75.00
Pizza van	25.00
Allotment rent	45.00
Memorial stone application	75.00
Cherry trees donations	630.00
TOTAL	**25,904.50**

20.2 To sign October bank statements (CT)

Bank statements were signed and dated by the Chairman.

21. Public session for non-Agenda items

62 houses application: Biggest concern is the external view of the village both facing the incoming roads to village but also the perimeter facing the outlook from fields and Jubilee Lane. Exterior should be reconstituted stone but smooth rendering is preferable to brick in the middle for reasons of variety. Chimneys have been increased in number and are still unnecessary. The thatched house is out of place. Others present were pleased that red brick houses have been removed.
Christmas: Request that the tree lights are warm white. Clerk to order the tree.

22. AOB.

Parish Christmas Newsletter: To be collected and delivered next week.

Chairman closed the meeting at 9.20pm.