

**Milton-under-Wychwood Parish Council**

**Minutes of the meeting held on Wednesday 18<sup>th</sup> October 2017 at 7.30pm in the Village Hall**

**Present:**

DCllr Haine (JH), Cllrs Pratt (JP), Rawlins (PR), Smith (CS), Chairman Trotman (CT), Ward (PW); Parish Clerk: J. Miller; 4 members of the public.

**1. Apologies for absence:**

PY sent apologies due to illness.

**2. Declaration of Interests**

JH declared an interest in all planning related matter.

**3. Proposal to approve the minutes of the September meeting.**

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

**4. Matters arising from the September meeting**

*Emergency Plan:* Social services confirmed that they would communicate with the emergency services in event of an emergency which might affect the vulnerable in the village and provided the Clerk with an emergency contact number to receive updates of contact. High viz vests will be ordered for EP and general use.

*Sand bunker at Village Hall:* Weeds will be removed after which the sand will be topped up.

*Village website:* transfer of ownership from Tim Jones to CT has now been finalised and CT who now manages it. Annual site fees now paid. CT will meet with volunteer to discuss her level of involvement.

*Cherry trees:* 5 donators have now contributed funds and all 4 trees have been purchased. A map provided to show proposed planting sites. To be planted on 6<sup>th</sup> Nov.

*Neighbourhood Plan grant:* JP apologised for not completing this but confirmed that the grant application has begun.

*Online banking:* Unfortunately, dual authority internet banking cannot be provided by HSBC. Alternative banks will be investigated.

**5. Public session for all items related to this Agenda**

None.

**6. To receive the following reports:**

**6.1 Chairman's Report (CT)**

*Land south of High Street concerns:* Several expressions of concern from Jubilee Lane residents have been passed from Chairman to McTaggart & Mickel developers.

*Cherry trees:* quote received for labour is the 'best estimate' given uncertainty as to what is below the ground. Cost will be reduced if duration of work is less than projected.

*Grid work at Village Green:* work complete at gate entrance and the remaining 2 grids were given to one of Milton Volunteers.

*Cemetery:* Grey and green bins now in place with relevant licence.

*Allotments:* All plots now occupied and a waiting list has been started.

**6.2 District Councillor's Report (JH)**

*Land south of High Street:* JH reported at length on his comments given to the planning officer in response to the recent planning application. His comments included those relating to the style and material of building and brick work which he considers is out of place; the size and design of houses is inappropriate to site and the village vernacular; the importance of continuation of Cotswold stone walls around site; the suitability of parking/garages; footpaths; safety of pedestrian site entrance; undesirable landscaping and absence of

planting as per original application; queried landscaping maintenance; condition that construction traffic should not be permitted through the village; location of the balancing pond better; disturbance of badger sett. CT added that Jubilee Rd residents are concerned that the overflow of the pond will affect houses within *Ubico*: This group have now taken over waste collection and whilst he admitted a few issues resulting from change in waste schedule, the problems have largely been remedied. JH to report on forthcoming meeting of Joint Councils that make up Publica.

### **6.3 County Councillor's Report (LL)**

*Tour of Ward*: LL will conduct a tour next week with the Highway Officer to assess the condition of roads.

Reason for High St resurface is unknown.

*Speed limit for Upper Milton*: Implementation would cost £2,500 approx and LL is aware that the Highways department is reluctant have two 30mph zones (ie. Upper Milton and from the entrance of new development) in such close proximity.

*Finger posts*: Process takes several months but Highways are aware of the need at Bruern and Lyneham turnings.

*Tandem parking policy*: LL will forward details to JH

*County Council strategy*: Draft version was presented 2 weeks ago and will be taken to full council soon following which a consultation will follow setting out the Council's priorities.

### **7. To consider the church wall repair tenders (CT)**

Tenders were opened by Chairman and Clerk prior to the meeting and figures were presented to the PC. Contract may not commence until Faculty consent is granted and Liz Watts was thanked for her work on behalf of the PC in liaising with the Diocese. Three quotes received were presented to the PC. CT was confident that all 3 were capable of completing the job as the tender specifies. It was moved to accept Chris Hobbs. It was noted that he has a large company, an excellent reference, experience of working on the Church itself, is VAT registered and his quote is reasonable considering VAT can be recovered. Vote taken; all in favour, motion carried. CT suggested to defer on decision whether to complete work in two stages until consent from Diocese is received. Clerk to send letters to all 3 contractors.

### **8. Proposal to appoint the Internal auditor for 2017-18 (JP)**

JP summarised that the total cost in 2017 was £295 and that the quote for 17/18 is less than that last year. It was moved to retain the same internal auditor for 2017-18 and to budget for £350 for internal audit. Vote taken; all in favour, motion carried.

### **9. Preliminary discussion of the speed limit through Upper Milton (CT)**

CT summarised a few options tabled by residents of Upper Milton for reducing the speeding through the hamlet. Following some research into these options, CT reported that Highways rejected a 30mph bid previously due to lack of evidence of need for the speed limit. A 20mph limit would be hard to achieve since mean speed limit need to be reduced to 20mph before an application can be submitted. As for evidence, there have been no recorded accidents to pedestrians in the area. Road calming intervention such as humps is not favoured due to high cost whilst a high volume of traffic is necessary for chicanes to take effect. The question of whether there is sufficient evidence of speeding was asked. Conducting a police speed survey was dismissed as inconclusive based on experience in Church Rd but it might be possible to ask the Speedwatch team to carry out a survey. Some discussion followed about cost versus benefit, the current state of the road, bends in the road and the width acting as natural road calming.

### **10. To discuss the fee for inscription of additional inscription on a memorial stone**

No fee to be imposed.

## 11. Proposal to approve the risk register 2017-18

CT has noted some action points on the register to achieve this year. It was moved to accept risk register. Vote taken; all in favour, motion carried.

## 12. 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:

**12.1** APP/D3125/W/17/3181009 Appeal against refusal of permission for retrospective application for a garden shed and greenhouse, Fardon House, Frog Lane. Original PC decision stands.

**12.2** 17/02957/HHD Erection of two storey rear extension, The Dales, Upper Milton. No objection.

**12.3** 17/03246/HHD Erection of garage, 17 Ansell Way. No objection

**12.4** 17/03078/FUL 5 dwellings, High Fields, Church Road. No objection.

**12.5** 17/03069/FUL 2 detached dwellings with parking, Land south west of The Hare. No objection.

## 13. Correspondence

*Parking concerns:* Around bend at Church Road. LL suggested white lines rather than double yellow to discourage parking. PC sympathise with problem but commented there is limited off-road residents' parking and acknowledge that those who park there are parking as carefully as they can.

*Wychwood Magazine:* Clerk to submit entry for next issue of Wychwood Magazine Dec/Jan entry.

## 14. Village Green

*Moles:* JH will contact pest control.

*Grid at gate entrance and around rocking horse:* PR expressed thanks to Milton Volunteers for their work.

*Co-op pop-up shop on car park:* JH confirmed that the Co-op is paying electricity costs to MSA. Some discussion about the PC charging next time as with food vans or making a donation to the PC.

## 15. Discretionary donations

### 15.1 To approve a donation towards WOCT community bus service

Section 137 expenditure is now limited due to new commitment to Village Hall renovation, Tour of Britain contribution and cherry trees planting. Expenditure allowance is around £600 for the rest of the financial year. Development of this service is still in early phases and information is limited. PW has expressed concern that original timetable would not be helpful to workers or school/college students and has since been revised. LL has suggested that Community funds may be split between this project and another and will confirm decision on this by November. JP suggested that The Villager service, supported by the PC, might be negatively affected with the introduction of this service, though it was acknowledged that the two services would provide very different services serving different sectors of the village population. PC agreed to wait until the outcome of LL meeting and for further information from WOCT.

### 15.2 To approve a donation towards the Royal British Legion Poppy Appeal

As per budget, it was proposed to donate £50. Vote taken; all in favour, motion carried. JP to attend the Remembrance Sunday Service and to lay the PC wreath with a message on 12<sup>th</sup> November.

### 15.3 To approve a donation towards the Citizens Advice Bureau

As per budget, it was proposed to donate £100. Vote taken; all in favour, motion carried.

### 15.4 To approve the replacement of the dentist defibrillator pads

Quote for pads is £77.83. Vote taken; all in favour, motion carried. JP noted that the budget should include defib maintenance in 18/19.

## 16. Accounts

### 16.1 To approve the September Income and October expenditure

It was moved to accept the October expenditure. Vote taken; all in favour, motion carried. Adjusted bank balance at 30<sup>th</sup> September 2017: **£91,006.11**

<b>October expenditure Description</b>	<b>Chq Amount</b>
Cemetery garden waste licence	30.00
Clerk salary	450.30
Lengthperson materials	3.51
Lengthperson salary	160.43
Oct Grasscutting	1,425.00
PAYE Oct	130.20
Hazard tape	6.98
Traffic cones	97.08
Society for Local Council Clerks subs	86.00
Travel expenses to OALC course	30.00
Fasthosts village website domain name	14.39
Wordpress site renewal	85.00
Lawnmower petrol	6.72
Poppy wreath donation (under sec 137)	50.00
Citizens Advice Bureau donation (under sec 137)	100.00
<b>TOTAL</b>	<b>2,675.61</b>

<b>September income Description</b>	<b>Banked</b>
Interest business a/c	5.30
Pound parking	162.50
Pizza van	25.00
Allotment/vines rent	166.00
Funfair contribution	50.00
<b>TOTAL</b>	<b>408.80</b>

### 16.2 To approve the September bank statements (CT)

The statements were signed and dated by the Chairman.

### 16.3 To approve the accounting statements for the second quarter

It was moved to accept the accounting statement for the second quarter, noting that the virement from the unspent Littlestock Brook budget has funded the churchyard path. Vote taken; all in favour, motion carried.

## 17. Public session for non-Agenda items

Christmas carols around the tree – Naish family will be at home and happy to host the carols, mulled wine and mince pies. Tree to be ordered.

## 18. AOB.

*Land south of High ST:* PW drew attention to misleading information in planning application travel plans for land south of High Street.

*Cemetery:* In need of tidying. CT confirmed the front of the beech hedge has been tidied and planted with bulbs. Sides still remain to be weeded and tidied. CS to contact Kevin Grant about tidying shrubbery.

*Allotments:* CT confirmed water would be turned off at allotments from Nov-March.

*Annual budget for 2018/19:* Needs to be agreed in November along with precept amount. Fin Regs 3.4 to be modified to state November rather than January.

*Welfare Trust allotment rent:* One allotment holder has been unhappy with paying £1 more than PC plots this year. The disparity is remedied for 2018-19. Alternative arrangements have been suggested to the tenant.

Chairman closed the meeting at 8.53pm.