

MILCOMBE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 3 SEPTEMBER 2024 AT 8.00PM AT THE VILLAGE HALL, MILCOMBE

PRESENT: Chairman, Councillor Myra Peters: Councillors Oscar Chang-Anderson, Nigel Davis, Chris Hill and Tracey Scott.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and District Councillor David Rogers.

33/24 Apologies – Apologies for absence were received from Councillor Mandie McCullagh because she was at work.

County Councillor Kieron Mallon and District Councillor Andrew McHugh also submitted their apologies.

Resolved that the apologies from Councilor Mandie McCullagh be approved and the absence authorised.

34/24 Declarations of Interest – There were no declarations of interest.

35/24 Minutes – Prior to the meeting, the minutes of the meeting held on 2 July 2024 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 2 July 2024 be approved and signed by the Chairman as a correct record.

36/24 Matters Arising from the Minutes of 2 July 2024

Minute Number 20/24 - Memorial Bench – The memorial bench for Bryan French would be installed the following week and the Parish Council agreed that Wendy French-Carter could plant some small shrubs & bulbs around the bench and was grateful that Wendy had volunteered to help keep the area tidy. Nigel Prickett would also be maintaining the area when he completed his monthly visits to the village. If the family wished to have a small ceremony once the bench was installed, the Parish Council was happy for Wendy Carter-French to arrange this.
Action TG

37/24 Chairman's Announcements

- Oak Farm, Phase 2 – The woodland walk had been strimmed the previous day, which had been arranged by Living Space. The Chairman had subsequently contacted Brian Collins at Cherwell District Council and he had confirmed that the estate had not yet been adopted by the Council. The Chairman felt that Living Space should be maintaining the areas more regularly and this would be followed up by the Chairman. **Action MP/TG**
- Defibrillator – Councillor Nigel Davis reported that the pads in the defibrillator needed to be replaced and the expenditure of £66.90, plus delivery and VAT, was approved. **Action ND**
- Speeding in the Village – Speeding in the village was still an issue despite the new 20mph speed restrictions. The County Council would be asked to conduct a speed survey at three locations and the Clerk would forward a location plan to the Chairman and Councillor Nigel Davis to identify exactly where the data should be collected from. **Action TG/MP/ND**

In addition, the County Council would be asked to replace the two VAS' on Main Road (one by The Dovecote and another by the Horse and Groom public house) which still flashed 30mph despite being in a 20mph zone. The new units should also include the facility to collect data. **Action TG**

38/24 Open Forum – There were no residents in attendance.

(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents within its minutes, unless they were speaking in an official capacity)

39/24 Reports from County and District Councillors – Prior to the meeting, County Councillor Kieron Mallon and District Councillors Andrew McHugh and David Rogers had submitted their reports to the Parish Council.

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Councillor Rogers highlighted the Local Plan and the increase in the housing targets would be approximately 55% on current housing numbers. This was following the announcement by the Government that it would build 1.5m more new homes during their first term in office. In addition, a Judicial Review was being undertaken to clarify Cherwell's five-year housing land supply.

Councillor Rogers also gave an overview of the planning system and Section 106 agreements for the benefit of new Parish Councillors.

Following the earlier discussion regarding a speed survey, Councillor Rogers suggested that County Councillor Kieron Mallon might have some funds which could be used for the project.

The Chairman thanked the District Councillor Rogers for his report.

Resolved that the report be noted

39/24 Village Matters

- i) Village Hall Committee – Councillor Nigel Davis had no report from the Village Hall Committee.

Resolved that the report be noted.

- ii) Play Area – The Chairman reported that a small repair had been undertaken by Councillor Nigel Davis to the rope and anchors on the multi play unit.

The Clerk reported that applications for grant funding for the CCTV project had been submitted to the National Lottery and the Police and Crime Commissioner and the results were awaited.

Resolved that the report be noted

- iii) Noticeboard – The Parish Council discussed erecting a new noticeboard on New Road.

Resolved that quotes be obtained for a new noticeboard to be located in New Road and Alan Bower be asked to quote for the installation. **Action TG**

40/24 Planning

- i) Planning Applications – Since the last meeting, the Parish Council had no objections to the following application: None

The Parish Council was currently considering the following applications:

24/02206/F Mulberry, Horton Lane, Milcombe

Retrospective - Three bedroom self-build dwellinghouse, design as approved under application 23/01868/F - to replace demolished bungalow

Resolved that the reports be noted.

- ii) Results of Planning Applications – Prior to the meeting, the results of the planning application, determined by Cherwell District Council, had been circulated to the Parish Council and were as follows:

Cherwell DC Application No.	Identification	Milcombe PC Observations	Cherwell DC Decision
24/01369/F	Jasmine Cottage, Main Road Milcombe Two storey front and rear extension and porch (resubmission of 21/01690/F)	No objections	Permitted
24/01362/LB	Manor Farm, Horton Lane, Milcombe Replace 10 sash windows on North elevation and 1	No objections	Permitted

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	metal window on West elevation		
23/03290/F	Poultry House, Rickfield Farm, Station Road Milcombe Change of use of existing poultry shed to container storage (Use Class B8) including associated landscaping	Objections	Permitted

Resolved that the report be noted.

- iii) Neighbourhood Development Plan (NDP) – Councillor Nigel Davis reported that been in contact with the consultants for advice and a Steering Group was being formed. It was hoped that their first meeting would be held before the end of September 2024.

Resolved that the report be noted.

41/24 Parish Council Matters

- i) Vacancies – The Clerk reported that had not been any applications for co-option onto the Parish Council.

Resolved that the vacancy continue to advertised in the village. **Action TG**

- ii) Oxfordshire Association of Local Councils (OALC) Subscriptions – The Parish Council discussed the proposed increase in the annual subscriptions to OALC.

Resolved that the Parish Council supports the increase in the annual subscriptions to OALC. **Action TG**

- iii) Civility & Respect Pledge – The Parish Council discussed supporting the National Association of Local Council's Civility and Respect Pledge.

Resolved that the Parish Council supports the Civility & Respect Pledge. **Action TG**

42/24 Finance

- (i) Financial Matters – Prior to the meeting, a number of financial documents had been circulated to the Parish Council.

Resolved that:

- 1) the accounts for payment be approved, as detailed in appendix 1 to the minutes;
- 2) the receipts since the last meeting, the uncashed payments & receipts and the bank reconciliation, as at 3 September 2024 for the bank accounts at Unity Trust Bank be noted; and
- 3) it be noted that Councillor Tracey Scott, as Councillor for monitoring the Parish Council's internal controls, has signed the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 3 September 2024 and the Unity Trust bank statements for August 2024.

- (ii) Budget Monitoring 2023/2024 – Prior to the meeting, the Parish Council received budget monitoring report for 2023/2024.

Resolved that the report be noted.

- (iii) Effectiveness of the Internal Audit 2023/2024 – The Parish Council discussed the Effectiveness of the Internal Audit for 2023/2024.

Resolved that the effectiveness of the Internal Audit be approved.

- iv) Model Financial Regulations – The Parish Council considered the updated Financial Regulations for 2024/2025.

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Resolved that the Financial Regulations for 2024/2025 be approved.

43/24 Correspondence – There was no further correspondence.

44/24 Meeting Dates - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 5 November 2024
- Tuesday 7 January 2025
- Tuesday 4 March 2024

(The meeting closed at 9.45pm)

Signed, Chairman – 5 November 2024

DRAFT