

# MILCOMBE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 1 JULY 2025 AT 8.00PM AT THE VILLAGE HALL, MILCOMBE

**PRESENT:** Chairman, Councillor Myra Peters: Councillors Oscar Chang-Anderson, Nigel Davis, Chris Hill and Mandie McCullagh.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer),  
Councillor Tracey Scott. was not present.

**17/25 Apologies** – County Councillor David Hingley and District Councillor David Rogers submitted their apologies.

**Resolved** that the apologies be noted.

**18/25 Declarations of Interest** – There were no declarations of interest.

**19/25 Minutes** – Prior to the meeting, the minutes of the meeting held on 6 May 2025 had been circulated to the Parish Council.

**Resolved** that the minutes of the meeting held on 6 May 2025 be approved and signed by the Chairman as a correct record.

### **20/25 Matters Arising from the Minutes of 6 May 2025**

Minute Number 6/25, Matters Arising – Highways Engagement Team - Councillor David Hingley had not yet responded regarding the highways issues in the village. However, the Chairman had spoken to Kieron Webb from the County Council at the Parish Liaison Meeting and highlighted that some of the smallest potholes in the village had been repaired, but the largest and deepest potholes had not been repaired.

Matters Arising - 83/24 (v) – Village Gateways - These had been painted by Paul Lester and he had done a very good job.

Minute Number - 7/2, Chairman's Announcements – Thames Water had completed a repair, but the Chairman was still in contact with Thames Water as the sink hole needed to be repaired.

Minute Number 10/25 (i), Village Matters, Environmental Services – The 'Kill Your Speed' signs had yet not been removed by Cherwell District Council.

Minute Number 10/25 (ii) – Village matters, Internet Access at the Village Hall – Councillor Nigel Davis would progress the project during July 2025.

### **21/25 Chairman's Announcements**

- Trees in Play Area - Nigel Pricket had cut back the fir trees and Ben Acreman had cut back the trees over hanging from the Dovecote side of the play area.
- Highways Meeting with David Hingley – It was hoped a meeting would be held in July 2025 to discuss the poor condition of the roads.
- Village Shop – The tenant at the shop would like to construct a forecourt as a dedicated parking area outside the shop for his customers, which could accommodate at least three cars. The owner of the shop had agreed to complete the works which would also involve the postbox being relocated. The new parking area may also provide an opportunity for the siting of a new noticeboard.
- Parish Liaison Meeting – The Chairman attended the meeting at Cherwell District Council and had found it very informative.

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- Planning application on South Newington Road, Bloxham – David Wilson Homes had provided information to Bloxham residents and Bloxham Parish Council regarding a potential planning application on South Newington Road, Bloxham.

**22/25 Open Forum** – There were no members of the public 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)*

**23/25 Reports from County and District Councillors** – Prior to the meeting, District Councillor David Rogers had circulated his report to the Parish Council.

There was no report from County Councillor David Hingley.

**Resolved** that the report be noted.

## **24/25 Village Matters**

- i) Village Hall Committee – Councillor Nigel Davis reported that the Committee was still waiting for quotes for the proposed works at the Hall.

**Resolved** that the report be noted.

- ii) Play Area – The Clerk reported that Cherwell District Council had raised an issue with National Grid regarding how the trees would be protected during the installation works, however, it appeared that the Wayleave was close to being issued.

With regard to the play area, Councillor Nigel Davis would address the minor issues which had been identified in the inspection report. The trees surrounding the play area had also been cut back by the adjacent landowners.

**Resolved** that the report be noted.

- iii) Bus Shelter – The Parish Council had considered a request to remove the bus shelter on Bloxham Road, Milcombe at the previous meeting. However, a response had not yet been received from Stagecoach confirming whether or not the bus shelter could be recommissioned should the application for 50 houses on Bloxham Road be approved for development.

**Resolved** that the matter be deferred until a response has been received from Stagecoach. **Action TG**

- iv) Defibrillator – The Parish Council discussed purchasing two new defibrillators for the village. However, if the defibrillators were installed, they would need volunteers to maintain them and at the current time, there were no volunteers.

**Resolved** that the purchase of two new defibrillators, not be progressed at the current time.

- v) Road Survey – The Parish Council discussed a road survey for the village from the A361 into the village. It was suggested that the new VAS' may have the functionality to record data, which could then be downloaded and analysed. A separate traffic survey may not then be required.

**Resolved** that Westcotec be contacted and requested to include data collection in the specification of the two new 20mph VAS'. **Action TG**

- vi) Part-Night Lighting – The Parish Council considered the County Council's public consultation on part-night lighting.

**Resolved** that Councillors forward their comments to the Clerk by 6 July 2025. **Action TG**

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- vii) Local Government Reorganisation - The Parish Council considered the proposals for local government organisation in Oxfordshire.

**Resolved** that Councillors to forward their comments to the Clerk by 31 July 2025. **Action TG**

## 25/25 Planning

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

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The Parish Council was currently considering the following applications:

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

**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:

<b>Cherwell DC Application No.</b>	<b>Identification</b>	<b>Milcombe PC Observations</b>	<b>Cherwell DC Decision</b>
25/00809/F	Holly Cottage, Main Road, Milcombe Re-roofing of outbuilding and conversion to habitable accommodation	No objections	Permitted

**Resolved** that the report be noted.

- iii) Neighbourhood Development Plan (NDP) – Councillor Nigel Davis advised that there was no update on the NDP, however he would be discussing the Plan with Community First Oxfordshire shortly. It was also confirmed that funding to support Parish Councils producing and reviewing Neighbourhood Plans, had been withdrawn by the Government.

**Resolved** that the report be noted.

## 26/25 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**

## 27/25 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 1 July 2025 for the bank accounts at Unity Trust Bank be noted; and

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- 3) it be noted that Councillor Tracey Scott, as Councillor for monitoring the Parish Council's internal controls, would sign, in due course, the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 30 June 2025 and the Unity Trust bank statements for May and June 2025.
- ii) Budget Monitoring 2025/2026 – Prior to the meeting, the Parish Council received budget monitoring report for 2025/2026.

**Resolved** that the report be noted.

- iii) Effectiveness of the Internal Audit 2024/2025 – The Parish Council reviewed the effectiveness of the Internal Audit for 2024/2025.

**Resolved** that the report be approved. **Action TG**

**28/25 Correspondence** – There was no further correspondence.

**29/25 Meeting Dates** - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 2 September 2025
- Tuesday 4 November 2025

(The meeting closed at 9.30pm)

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Signed, Chairman – 2 September 2025