

MILCOMBE PARISH COUNCIL

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

PRESENT: Councillor Marlene Cowell, Chairman; Councillors Ruth Dale, Nigel Davis, Mandie McCullagh, Myra Peters and Tracey Scott.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Hugo Brown and two members of the public.

APOLOGIES: None.

75/21 Declarations of Interest - There were no declarations of interest.

Members were reminded that advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.

76/21 Minutes – Prior to the meeting, the minutes of the meetings held on 4 January 2022 had been circulated to the Parish Council.

Resolved that the minutes be approved and signed by the Chairman as a correct record, and the word 'cottage' be replaced by 'Farm' in minute number 72/21.

77/21 Matters Arising from the Minutes of 4 January 2022 – There were no matters arising.

78/21 Chairman's Announcements

- Gigaclear – The roll out of fibre broadband had been delayed and should now be starting in March 2022.
- Parish Council Elections – The elections were being held on 5 May 2022. Councillor Nigel Davis volunteered to supply nomination papers to candidates, if they requested them.
- HM The Queen's Platinum Jubilee – Cherwell District Council would be discussing whether it would cover the cost of road closures and Temporary Event Notices in the Cherwell area, at the Executive meeting on 7 March 2022.
- Platinum Jubilee Committee – A meeting was being held in the Horse and Groom at 8pm on Thursday 3 March 2022, if anyone would like to attend with regard to organising a village fete.
- Damage to Scots Pine in the Church Yard – This matter was the responsibility of the PCC not the Parish Council.

79/21 Open Forum – A resident addressed the Parish Council with regard to the proposed 20mph zone and whether there had been any progress with the application. Councillors advised that an application was being progressed with the County Council and a survey had been circulated on social media for residents to complete. The Clerk confirmed that the survey would also be circulated with the Milcombe Newsletter for those who did not have access to social media.
Action TG

The resident also asked whether a crossing could be provided by the play area, however the Chairman advised that there were no funds available. It was agreed that the County Council would be contacted for a quote for a new play area warning sign to be located near to the play area. **Action TG**

(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)

80/21 Reports from County and District Councillors – Prior to the meeting District Councillor Hugo Brown had circulated his report.

Councillor Brown highlighted a number of issues, including the Members Allowances Scheme for 2022/2023 and the budget setting for 2022/2023, which produced an increase in Council Tax by £5 per year, on a band D property.

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Councillor Brown was thanked for his report.

Resolved that the report be noted.

81/21 Village Matters

- i) Village Organisations – The Chairman reported that the Milcombe Newsletter had been delayed this month and Mark Boardman had apologised.

The Chairman also advised that Amy Jackson had circulated a letter regarding a proposed village fete to celebrate HM The Queen's Platinum Jubilee and a meeting was being held on 3 March 2022 at 8pm at the Horse and Groom. All residents were invited to attend.

Resolved that the reports be noted.

- ii) Play Area – The Chairman reported that the heras fencing had now been taken down and the wire on the zip wire had been removed by Kompan for health and safety reasons because there had been an issue with it.

Councillor Myra Peters reported that the lock on the play area fence had been replaced and the base had been laid for the new litter bin. However, the grass seed was not growing very well and the ground was very lumpy.

Resolved that:

- 1) the report be noted;
- 2) contact be made with Kompan to arrange a site meeting to discuss the issues with the grass seed and the surface of the ground; and **Action TG**
- 3) the information from Networld for the netting at the back of the goal be circulated. **Action TG**

- iii) Oxfordshire County Council Highway Initiatives/HGV's in Milcombe – The Parish Council discussed the proposal for 20mph speed restrictions in Oxfordshire and the County Council's initiative to develop enforceable county wide routes for HGV's, to prohibit them from using unsuitable roads through small villages and towns.

The Clerk had already submitted an application for 20mph speed restrictions in the village, which had been supported by County Councillor Kieron Mallon.

Councillor Nigel Davis advised that he had submitted an application for an HGV weight limit on New Road.

Resolved that the report be noted.

- iv) Milcombe Annual Parish Meeting (APM) – The Parish Council noted that the Annual Parish Meeting was being held on Tuesday 22 March 2022 at 7.30pm and there would be a presentation from Community First Oxfordshire with regard to Neighbourhood Plans.

Resolved that the report be noted.

- v) Village Litter Pick 2022 – The Parish Council discussed the annual village litter pick and it was agreed that Councillors Mandie McCullagh and Myra Peters would agree a date and progress this matter.

Resolved that the report be noted.

- vi) New Road Bus Shelter – The Parish Council discussed a request for a new seat in the bus shelter in New Road.

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Resolved that a quote for a seat in the New Road bus shelter be obtained and the matter be discussed again at a future meeting. **Action TG**

- vii) St Laurence Church Clock – The Parish Council discussed the maintenance work to the clock face, which was being funded by the Parish Council as part of the HM The Queen's Platinum Jubilee celebrations.

Resolved that the report be noted and the quote be approved. **Action TG**

- viii) 14 Church Lane – The Chairman reported that the Clerk had written to Stepping Stones Letting Agents about the hedge/trees overhanging the boundary at 14 Church Lane, but they had advised that they no longer managed the property. The Clerk reported that she had also written to the residents of the property and it was agreed that if the maintenance work was not completed, a letter would be sent again advising that the Parish Council would arrange for the work to be completed and the residents would be invoiced for the cost.

Resolved that the report be noted.

- ix) White Gates – Prior to the meeting, a quote had been received for replacing the white gates next to the play area. The Parish Council felt that the quote from Oxford Direct Services of £2004.66 was too high and advice should be sought before it was accepted.

Resolved that:

- 1) the County Council be contacted with regard to whether there are other contractors who can be approached for a quote;
- 2) the quote from Oxford Direct Services not be accepted at this time; and.
- 3) the Parish Council insurers be contacted to established whether a claim can be made.

Action TG

82/21 Planning

- i) Planning Applications - The Parish Council had no objections to the following applications:

22/00067/DISC Mulberry Keytes, Main Road, Milcombe
Discharge of condition 3 (glazing details) of 21/01398/LB

22/00366/F 11 Newcombe Close, Milcombe
Proposed single storey rear extension, alterations and new entrance canopy

22/00434/TPO OS Parcel 3400 South of Dismantled Railway, Bloxham Road, Milcombe
Tree works

The Parish Council made observations on the following planning application:

21/04298/OUT Little Acre, Main Road, Milcombe
Outline application for construction of 3 dwelling houses including consideration of means of vehicular access

Resolved that the reports be noted.

- ii) Results of Planning Applications – Prior to the meeting, the results of the planning applications, 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
21/01398/LB	Mulberry Keytes Main Road Milcombe Installation of secondary glazing to one existing	No objection	Permitted

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	window		
21/02974/F	6 Dovecote Close, Milcombe Two storey rear extension with first floor balcony	Observations	Permitted
21/03838/F	Rickfield Farm Station Road Milcombe Retrospective - Development of the container storage facility	Objections	Refused
21/03635/F	Rickfield Farm Station Road Milcombe RETROSPECTIVE - Change of Use of agricultural building to B2 General Industrial and B8 Storage and Distribution - re-submission of 21/02648/F	Objection	Permitted

Resolved that the report be noted.

- iii) Neighbourhood Development Plan – Councillor Nigel Davis reported that he had started work on Milcombe's Neighbourhood Development Plan, however, it was agreed that until the Annual Parish Meeting had been held and Community First Oxfordshire had made their presentation, it would not be progressed any further.

Resolved that:

- 1) the report be noted; and
 - 2) the Neighbourhood Development Plan be progressed after the presentation from Community First Oxfordshire at the Annual Parish Meeting on 22 March 2022. **Action ND**
- iv) Oxfordshire County Council - Local Transport and Connectivity Plan – The Parish Council discussed the County Council's consultation on the Local Transport and Connectivity Plan.

Resolved that no comments be made on the Local Transport and Connectivity Plan.

83/21 Parish Council Matters

- i) Defibrillator – The Chairman reported that prior to the meeting, the quote from Wel Medical had been circulated to the Parish Council. It was felt that the defibrillator should be located on the wall outside the village hall, between the noticeboard and the fire door or at the opposite end of the hall.

The Chairman advised that she had written to the Village Hall Committee about this matter and no objections had been received

Resolved that:

- 1) the report be noted;
- 2) the defibrillator be ordered from Wel Medical; and **Action TG**
- 3) the defibrillator be located at the Village Hall. **Action ND**

84/21 Finance

- i) Accounts for Payment/Income/Uncashed Payments – The Clerk submitted to the Parish Council, the income which had been received since the last meeting and the accounts to be paid.

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Resolved that the accounts for payments be approved and the income and uncashed payments be noted and the following payments be approved:

Theresa Goss – Salary and expenses for March 2022	
HMRC – Payments for March 2022	
Jackson Fencing – Lock for Gate on Play Area	£71.52
Glasdon UK – Litter Bin for Play Area	£259.40
Smith of Derby – Works to St Laurence Church Clock Face	£1793.88
Fourth Corner Ltd – Works to Footpaths	£594.00
Oxfordshire Association of Local Council - Annual subscription	£150.00
Oxfordshire Association of Local Council – Training for Councillor Tracey Scott	£132.00
Community First Oxfordshire – Annual subscription	£55.00
Survey Monkey – Annual subscription	£384.00
Paul Lester – Work at the Play Area	£150.00

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 1 March 2022 for the Unity Trust bank accounts.

Resolved that the report be noted.

- iii) Members' Allowances 2022/2023 – The Parish Council considered the Report of the Independent Remuneration Panel regarding Members' Allowances for 2022/2023.

Resolved that:

- 1) the report be noted;
 - 2) basic allowances not be paid to Councillors in 2022/2023; and
 - 3) the recommendations in the report regarding payments for travel and subsistence, be approved and adopted, if receipts are submitted to the Clerk and Responsible Financial Officer.
- iv) Section 106/Community Benefits List – Prior to the meeting, two examples of Community Benefits Lists were circulated to the Parish Council.

Resolved that this item be deferred to the next meeting. **Action TG**

85/21 Correspondence – There were no further items of correspondence.

86/21 Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 87/21 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

87/21 Clerk and Responsible Financial Officer – The Parish Council discussed the salary of the Clerk and Responsible Financial Officer for 2022/2023.

Resolved that the Clerk and Responsible Financial Officer's salary be increased to SCP 24 from 1 April 2022 and the 1.75 % national increase, agreed the previous day, be applied from 1 April 2021. **Action TG**

(The public and press were invited back into the meeting at the conclusion of this item)

88/21 Meeting Dates - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 22 March 2022 (Annual Parish Meeting)
- Tuesday 10 May 2022
- Tuesday 5 July 2022
- Tuesday 6 September 2022
- Tuesday 1 November 2022

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89/21 Items for the Next Agenda

- Gigaclear Community Hub/ Provision of Broadband and Hybrid Meetings
- New play area warning sign
- Section 106/Community Benefits List
- Seat in the New Road Bus Shelter

(The meeting closed at 9.35pm)

Signed, Chairman – 1 March 2022