

# MILCOMBE PARISH COUNCIL

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 2 NOVEMBER 2021 AT 8.00PM AT THE VILLAGE HALL, MILCOMBE

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

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer).

**APOLOGIES:** Parish Councillor Myra Peters submitted her apologies because she was unwell, the apologies were accepted and the absence authorised.

District Councillor Hugo Brown.

**47/21 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.

**48/21 Minutes** – Prior to the meeting, the minutes of the meetings held on 7 September 2021 had been circulated to the Parish Council.

**Resolved** that the minutes be approved and signed by the Chairman as a correct record.

**49/21 Matters Arising from the Minutes of 7 September 2021** – There were no matters arising.

**50/21 Chairman's Announcements**

- Gigaclear roll out of fibre broadband would be starting in the village in December 2021.
- Councillors Myra Peters and Nigel Davis would lay the wreaths on behalf of the Parish Council at the Remembrance Day services in Bloxham and Milcombe on Sunday 14 November 2021.
- The Cherwell District Council Parish Liaison Meeting was being held on Zoom on 10 November 2021 and all Councillors were able to attend. Councillor Mandie McCullagh agreed to attend the meeting. **Action TG/MMc**
- Bloxham Christmas Tree Festival was being held at St Mary's Church, Bloxham from 1 to 3 December 2021.
- The Choir of Exeter College, Oxford would be at St Mary's Church, Bloxham on Saturday 4 December 2021.
- A Children's Christmas Party was being held in Milcombe Village Hall on 4 Saturday December 2021 from 4pm to 6pm.

**51/21 Open Forum** – There were no residents present.

**52/21 Reports from County and District Councillors** – Prior to the meeting District Councillor Hugo Brown had circulated his report.

County Councillor Kieron Mallon had not submitted a report.

**Resolved** that the report be noted.

**53/21 Village Matters**

- i) Village Organisations – The Chairman thanked Mark Boardman for producing the Milcombe Newsletter and advised that December 2021 and January 2022 would be a combined issue.

With regard to Milcombe Charities, the village hall was open for bookings and Amy Jackson was the Bookings Clerk. There had also been a price increase of £2 per hour. A smart meter had been installed and the Committee was investigating issues regarding the plaster on the ceiling in the main hall.

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**Resolved** that the reports be noted.

- ii) Play Area – The Chairman reported that the installation of the new play equipment had started and the play area was now closed for the whole of November 2021. The Parish Council discussed whether there should be an opening ceremony and it was agreed that a date would be set once it was clear when the project would be completed.

**Resolved** that the report be noted.

- iii) Oxfordshire County Council Highway Initiatives – The Parish Council discussed the proposal for 20mph speed limits and 7.5 ton weight limits.

**Resolved** that an application be made to Oxfordshire County Council for a 7.5 ton weight limit and a 20mph speed limit on New Road and the surrounding roads. **Action ND**

- iv) Community Emergency Plan – The Parish Council discussed a Community Emergency Plan for the village.

**Resolved** that the Community Emergency Plan be submitted to Oxfordshire County Council. **Action TG**

- v) Civil Parking Enforcement – The Parish Council discussed Civil Parking Enforcement in the Cherwell Area.

**Resolved** that the report be noted.

## 54/21 Planning

- i) Planning Applications - The Parish Council had no objections to the following planning application:  
21/03221/NMA Land North of The Green and adj to Oak Farm Drive, Milcombe  
Non-material amendment to 19/00046/REM - Amendments to Condition 2 to allow alternative materials

The Clerk reported that the Parish Council had observations/objections on the following planning applications:

21/02974/F 6 Dovecote Close, Milcombe  
Two storey rear extension with first floor balcony

20/03609/F Land North of The Green and adj to Oak Farm Drive, Milcombe  
Application for an additional four dwellings to be reviewed in conjunction with previous planning approval 19/00046/REM approved 22nd January 2020.

**Resolved** that the report 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
21/02648/F	Rickfield Farm Station Road Milcombe Retrospective - Change of use of agricultural building to B2 General Industrial and B8 Storage and Distribution	No comments	Refused
20/03610/REM	Land North Of The Green And Adj To Oak Farm Drive Milcombe Variation of Condition 1 (plans) of 19/00046/REM - plot substitutions, along with	Observations	Withdrawn

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	alterations to approved planning layout.		
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**Resolved** that the report be noted.

- iii) Oxfordshire 2050 – The Chairman reported that the Parish Council had submitted a response to the County Council by 8 October 2021.

**Resolved** that the report be noted.

- iv) Cherwell District Council Local Plan Consultation – The Parish Council discussed its response to the Local Plan consultation. The deadline was 10 November 2021.

**Resolved** that the draft response collated by Councillor Nigel Davis & Myra Peters be circulated to Councillors for approval and submission to Cherwell District Council. **Action ND/TG**

## 55/21 Parish Council Matters

- i) Vacancy – The Clerk advised that there were no applications for co-option for the vacancy on the Parish Council.

**Resolved** that the vacancy continue to be advertised. **Action TG**

- ii) Defibrillator – The Chairman reported that contact had been made with the Diocese with regard to locating the defibrillator in the porch of St Laurence Church and a reply was awaited.

**Resolved** that the report be noted.

- iii) Provision of Broadband – The Parish Council discussed the provision of broadband in the village hall.

**Resolved** that Gigaclear be contacted for further details on their offer to support a Community Hub. **Action TG**

- iv) Hybrid Meetings – The Parish Council discussed how hybrid meetings could be implemented, when Legislation allows.

**Resolved** that this item be deferred until clarification has been obtained from Gigaclear on the provision of a Community Hub. **Action TG**

## 56/21 Finance

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

**Resolved** that the income be noted and the following payments be approved:

Smith of Derby - Maintenance of Church Clock	£180.00
Unity Trust - Service Charge	£18.00
Cherwell District Council – Emptying of Dog waste bins for summer period	£601.41
Nigel Prickett – Grass Cutting	£463.20
Starboard Systems Ltd – Scribe Accounts Annual Fee	£345.60
Theresa Goss – Salary and expenses for Nov & Dec 2021	
HMRC – Payments for Nov & Dec 2021	
Bloxham Primary School - Cherry Tree Centre Grant	£500.00
St Mary's Thursday Club – Grant	£100.00
Royal British Legion – Grant	£100.00
Milcombe Charities – Room Hire	£24.00
Glasdon UK Ltd – Dog Waste Bin	£382.08

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Nigel Prickett – Grass Cutting for November 2021	£407.40
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- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 2 November 2021 for the Unity Trust bank accounts.

**Resolved** that the report be noted.

- iii) Budget 2022/2023 – The Parish Council discussed the Budget and the Precept for 2022/2023.

**Resolved** that:

- 1) the budget for 2022/2023 be approved; and
- 2) the Precept be set at £14,000 for 2022/2023.

**Action TG**

- iv) Section 106/Community Benefits List – The Parish Council discussed collating a Section 106/community benefits list.

**Resolved** that examples of lists from Adderbury and Bloxham Parish Councils be circulated to Councillors and the matter be discussed again at the next meeting. **Action TG**

**57/21 Correspondence** – The Clerk was requested to book the village hall for the Parish Council meetings in 2022. **Action TG**

**58/21 Meeting Dates** - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 4 January 2022
- Tuesday 1 March 2022
- Tuesday 3 May 2022 (Annual Parish Meeting)
- Tuesday 10 May 2022
- Tuesday 5 July 2022
- Tuesday 6 September 2022
- Tuesday 1 November 2022

**59/21 Items for the Next Agenda**

- Broadband in the village hall
- Hybrid meetings
- Section 106/Community Benefits List

(The meeting closed at 9.30pm)

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Signed, Chairman – 4 January 2022