

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on Tuesday 7 January 2020

MILCOMBE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL, MILCOMBE ON TUESDAY 5 NOVEMBER 2019 AT 8.00PM

PRESENT: Chairman, Councillor Marlene Cowell; Councillors Peter Booth, Michael Haynes, Mandie McCullagh and Clare Jones.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer and District Councillor Hugo Brown.

APOLOGIES: Councillor Myra Peters submitted her apologies because she was on holiday, the apologies were accepted and the absence authorised.

Councillor Alex Honey submitted his apologies because he was away at university, the apologies were accepted and the absence authorised.

Apologies for absence were also received from County Councillor Kieron Mallon.

38/19 Declarations of Interest

Minute Number 43/19 (iii), Gladman Developments Limited, Proposed Planning Application on South Newington Road, Bloxham – Councillor Peter Booth declared an interest in this item because the land owner was one of his customers.

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.

Resolved that the interest be noted.

39/19 Reports from County and District Councillors – There was no report from County Councillor Kieron Mallon.

Prior to the meeting, District Councillor Hugo Brown had circulated his report to the Parish Council. Councillor Brown highlighted his concern about the downgrading of services at the Horton Hospital. The Parish Council highlighted its concern relating to the increase in housing and the impact on the infrastructure in the area.

Councillor Brown was thanked for attending the meeting.

Resolved that the report be noted.

40/19 Minutes – Prior to the meeting, the minutes of the meeting held on 3 September 2019 had been circulated to the Parish Council.

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

41/19 Matters Arising from the Minutes of 3 September 2019

Minute Number 39/19 (v) – Community Emergency Plan – The Clerk reported that the County Council's Emergency Plan template had been circulated to the Parish Council, but she would email it to Councillors again. **Action TG**

42/19 Chairman's Announcements

- Cherwell District Council's Parish Liaison Meeting was being held on 13 November 2019 and the Chairman and Councillors Mandie McCullagh would be attending.

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- Remembrance Sunday was Sunday 10 November 2019 and a wreath would be laid on behalf of the Parish Council by Councillor Pete Booth, at both the Bloxham and Milcombe Services.

43/19 Open Forum – There were no issues raised in the open forum.

44/19 Village Matters

- i) Village Organisations – The Chairman reported that the Village Hall Committee had met on 19 September 2019 and the accounts for 2018/2019 were approved for forwarding to the Charity Commission. Items discussed at the meeting included quotes for the repairs to the floor and the removal of the stage, to be replaced with a large storage cupboard and a new emergency fire door. All quotes for this work had been in the region of £8000.

A children's Christmas party was being held on 8 December 2019 and a request had been made for the Parish Council to make a contribution towards the expenses.

Interest had been expressed at the possibility of a village fete for 2020 depending on whether there were enough volunteers to organise the event. The next Committee meeting was on 18 November 2019.

The Chairman also reported that the next Milcombe Newsletter was a joint edition for December 2019 and January 2020. The Parish Council expressed its thanks to Mark Boardman for producing the newsletter every month and acknowledged that he did this on a voluntary basis.

Resolved that:

- 1) the reports be noted;
 - 2) a £100 donation be made to Milcombe Charities for the children's Christmas party on 8 December 2019; and **Action TG**
 - 3) the Parish Council thanks Mark Boardman for his hard work on the Milcombe Newsletter. **Action TG**
- ii) Play Area – Councillor Peter Booth advised that the ring protectors which he had installed on the top of the swings to stop the pigeons from perching on them, had been destroyed. Following a discussion, it was felt that they should be replaced and Councillor Booth agreed to complete this work.

The Clerk reported that she had been in contact with Cherwell District Council and Sanctuary Housing, but there were currently no timescales with regard to when the Section 106 funds for the play area would be released.

Resolved that the reports be noted.

- iii) Defibrillator – The Chairman reported that more information on the defibrillator was required for the Faculty and this would be dealt with in the New Year.

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

- iv) VE Celebrations – 8 May 2020 – The Chairman suggested that there could be a community tea in the Village Hall to mark the 75th anniversary of VE Day and this could be linked with the PCC and/or Royal British Legion.

The Clerk also advised that she had contacted Cherwell District Council with regard to grants for this event, but she had not yet been advised whether any would be available.

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

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- v) Portland Road Memorial Bench – The Parish Council discussed the maintenance of the bench which had been purchased some time ago in memory of Jacob Kaye. Councillor Peter Booth reported that the Parish Council had previously carried out maintenance work on the bench.

Resolved that the maintenance to the Jacob Kaye Memorial Bench in Portland Road, be carried out in the spring/early summer of 2020. **Action PB**

- vi) Christmas Tree Lights – The Parish Council discussed replacing the lights for the village Christmas tree and the Chairman reported that John Ellison was kindly donating a Christmas tree to the village again this year. The Chairman also advised that Nigel Davis had agreed to make the purchase for the lights and then claim the costs back from the Parish Council.

Resolved that:

- 1) the report be noted;
- 2) John Ellison be thanked for donating a Christmas tree to the village again this year; and
- 3) Nigel Davis be thanked for offering to purchase the new Christmas tree lights and he be authorised to spend a maximum of £100.00. **Action MC**

(Councillor Mandie McCullagh arrived during that item)

- iii) VAS Data – Councillor Mandie McCullagh advised that although she had the equipment to download the data from the VAS, it was not as straightforward as she had first thought. Following a discussion, it was felt that the supplier of the VAS, Westcotec, should be requested to download the data on the Parish Council's behalf.

Resolved that Westcotec be requested to download the data from the VAS, on the Parish Council's behalf. **Action TG**

45/19 Planning

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

19/01496/F Horse and Groom Inn, Main Road, Milcombe
Retrospective application for kitchen ducting: in-put and out-put

19/02036/F Mr Wilson
Little Acre, Main Road, Milcombe
Garage, domestic workshop and games room/home gym over

Observations had been made on the following planning application:

19/02063/F Mr & Mrs Henry Lawrence
Holly Cottage, Main Road, Milcombe
Single storey front extension to include double garage and enlargement of lounge - re-submission of 19/00851/F

- 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
19/01159/OUT	Mr J Dunkley Swerbrook Farm Hook Norton Road Wigginton Erection of an indoor horse training arena	No comments	Withdrawn
19/1195/F	Fieldside Paradise Lane, Milcombe	Comments	Granted

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	Single storey side extension with associated internal/external works		
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Resolved that the report be noted.

- iii) Gladman Developments Limited, Proposed Planning Application on South Newington Road, Bloxham - The Chairman reported that the Parish Council had submitted an objection to this application, however the application had been withdrawn by Gladman Developments Limited.

Resolved that the report be noted.

46/19 Parish Council Matters

- i) Councillors Training Courses – Prior to the meeting, training courses which were available to Councillors had been circulated.

Councillor Michael Haynes reported on the finance training course which he had attended.

Resolved that the report be noted.

47/19 Finance

- i) Accounts for Payment – The Clerk submitted to the Parish Council, the accounts to be paid.

Resolved that the following payments be approved:

Payment	Amount	Cheque no.
Theresa Goss – Salary for November 2019	£236.02	1381
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Theresa Goss – Expenses for November 2019	£19.62	1381
HMRC payment for November 2019	£59.00	1382
HMRC payment for December 2019	£59.00	1383
N Prickett – Grass cutting for Sept Oct 2019	£926.40	1384
CDC – Emptying dog waste bins for summer period	£549.12	1385
Bloxham Royal British Legion – Poppy Wreath & Donation	£100.00	1386
T Goss – Domain name purchase for 2 years milcombe.com	£26.38	1387
Milcombe Charities – Village Hall Hire	£108.00	1389
Milcombe Charities – Donation to the Children's Christmas party	£100.00	1390
Mrs P Myson - Christmas Day Lunch	£100.00	1391

- ii) Bank Reconciliation and Bank Accounts - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 5 November 2019 for the Natwest bank accounts.

Resolved that the report be noted.

- iii) Budget/Precept 2020/2021 – Prior to the meeting, a draft budget for 2020/2021 had been circulated to the Parish Council.

Resolved that:

- 1) the budget for 2020/2021 be approved; and
- 2) the precept figure for 2020/2021 be set at £13,500. **Action TG**

- iv) Christmas Lunch – The Chairman reported that a request had been made for a donation towards the Christmas lunch, which was held in Bloxham, but was also open to residents from Milcombe to attend.

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Resolved that a donation of £100 for the Christmas Lunch, be approved. **Action TG**

48/19 Correspondence – There was no further correspondence.

49/19 Meeting Dates - The Parish Council noted the following meeting dates, commencing at 8.00pm at the Village Hall, Milcombe:

- Tuesday 7 January 2020
- Tuesday 3 March 2020
- Tuesday 5 May 2020 (Annual Parish Meeting)
- Tuesday 12 May 2020
- Tuesday 7 July 2020
- Tuesday 1 September 2020
- Tuesday 3 November 2020

50/19 Items for Future Agendas

- VAS Data
- Defibrillator
- Emergency Planning

(The meeting closed at 9.00pm)

Signed, Chairman – 7 January 2020