

MILCOMBE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 5 MARCH 2024 AT 8.00PM AT THE VILLAGE HALL, MILCOMBE

PRESENT: Chairman, Councillor Myra Peters: Councillors Nigel Davis, Chris Hill, Mandie McCullough and Tracey Scott.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and five members of the public.

82/23 Apologies – An apology for absence was also received from District Councillor Andrew McHugh.

Resolved that the apologies be noted.

83/23 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.

Minute Number 90/23 (i), Planning – Councillor Nigel Davis declared an interest in application 23/00197/F Little Acre, Main Road, Milcombe, because the site was a neighbour to his own property.

Resolved that the interest be noted.

84/23 Minutes – Prior to the meeting, the minutes of the meeting held on 9 January 2024 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 9 January 2024 be approved and signed by the Chairman as a correct record.

85/23 Matters Arising from the Minutes of 9 January 2024

Minute Number 68/23, Chairman's Announcements, Flooding – The resident of Orchard Cottage on Lower Hook Norton Road, had called out Bourton Drains to clear the ditch outside his property to ensure it did not flood again. The main issue appeared to be the collapsed drainage in Main Road and flooding would continue to have a big impact on the surrounding areas until it was repaired by Cherwell District Council.

Minute Number 68/23, Chairman's Announcements, Bus Routes – The Parish Council had not heard anything further from Stage Coach so did not have an update on the route being changed from New Road to Bloxham Road.

Minute Number 73/23, Parish Council Matters, Defibrillator – Councillor Nigel Davis advised that the batteries and pads in the defibrillator had been replaced and it was also registered with The Circuit.

86/23 Chairman's Announcements

- Bloxham/Hook Norton PPG – The PPG had contacted the Parish Council to ask whether the Parish Council had any issues it wished to raise with them. Residents were also encouraged to pass their comments to the PPG.
- Bus stop improvements – The proposed bus shelter on The Green could not be located there because the footpath was not wide enough to accommodate it. Therefore, the proposal now was to put in two new bus stop signs on either side of the road adjacent to The Green, including dropped kerbs to make them wheelchair accessible.
- New Road Verges – The verge from the A361 to the crossroads had been cut back to the hedge and five new saplings had been planted and the area now looked much tidier.
- HS2 – The Chairman had attended the Bloxham Parish Council meeting the previous evening and an HS2 representative had also attended to discuss the traffic issues caused by the HS2 vehicles. There would be HS2 traffic using the A361 and possibly routes through Milcombe too, until approximately the end of 2025. However, if there were any examples of poor driving by the hauliers, these should be reported to the HS2 help desk.

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- Dog Waste – A dog owner in the village was constantly leaving its dog's mess on the footpaths, therefore the Chairman would be progressing a 'Paint Means Poo' initiative.
- Annual Litter Pick – Councillors Mandie McCullagh and Tracey Scott agreed to lead on the litter pick and advertise a date in the village.
- CCTV – Councillor Nigel Davis was continuing to progress the project.

87/23 Open Forum – A resident addressed the Parish Council with a request for a memorial bench for her brother. However, the Parish Council felt that it could not be progressed until a Memorial Benches Policy was in place. This would be an item on the agenda for the May Parish Council meeting. **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)

88/23 Reports from County and District Councillors – Prior to the meeting, District Councillor Andrew McHugh had circulated his report to the Parish Council.

There was no report from County Councillor Kieron Mallon.

Resolved that the report be noted and a request be made that if Councillor Andrew McHugh is unable to attend a Parish Council meeting, another District Councillor attends in his absence. **Action TG**

89/23 Village Matters

- i) Village Hall Committee – Councillor Nigel Davis reported that there would be deep clean in the Hall and he was obtaining a quote from a local contractor. All of the work which needed to be completed in the Hall totaled £63,000. There were grants available and Councillor Nigel Davis would continue to submit applications.

Councillor Davis was thanked for his report.

Resolved that:

- 1) the report be noted; and
 - 2) Simon Davis from HS2 be contacted with regard to potential grant funding for works at the Village Hall.
- ii) Play Area – Councillor Nigel Davis would be undertaking the repairs to the equipment which had been highlighted in the monthly inspection report.

Resolved that:

- 1) the report be noted;
 - 2) Nigel Prickett be asked to cut back the brambles around the play area; **Action TG**
 - 3) Cherwell District Council to arrange for the brambles around the play area which are located in the Dovecote to be cut back; and **Action TG**
 - 4) quotes be obtained for cutting back the trees at the far end of the play area and Connor Wilson and Ben Acreman to provide quotes. **Action MP**
- iii) Community and Sports Centre, Milton Road, Adderbury – The Chairman highlighted to the Parish Council, Adderbury Parish Council's project for a new Community and Sports Centre in Adderbury.
- Resolved** that the Parish Council supports the project on Milton Road, Adderbury and acknowledges that there will be a benefit for the community of Milcombe.
- iv) Annual Parish Meeting 2024 – The Parish Council discussed the arrangements for the Annual Parish Meeting being held on Tuesday 23 April 2024.

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Resolved that the report be noted and an agenda item on the Neighbourhood Plan be included on the agenda. **Action TG**

90/23 Planning

- i) Planning Applications – Since the last meeting, the Parish Council had no objections to the following application:
24/00197/F Little Acre, Main Road, Milcombe
Erection of 1no 3 bedroom dwelling and associated works including demolition of existing buildings

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
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	No objections	Permitted

Resolved that the report be noted.

- iii) Neighbourhood Development Plan (NDP) – Councillor Nigel Davis reported that the Locality grant had been received. An initial meeting had been held with the Consultants from CFO which had included an analysis of the village, identifying the number of strengths, weaknesses, opportunities and threats. A public launch of the Plan was being held on 7 March 2024.

Resolved that the report be noted.

- iv) Planning Application Validation Checklist Consultation – The Parish Council considered Cherwell District Council's consultation on their validation checklist.

Resolved that the Parish Council makes the following comments on the following:

When an amended planning application is submitted to Cherwell District Council and subsequently consulted on, it be made clear to the consultees in the amended application and consultation documents, exactly how the application has changed from the original application.

- v) Cherwell Landscape Character Assessment Consultation – The Parish Council discussed making comments on Cherwell District Council's Landscape Character Assessment consultation.

Resolved that Councillors submit individual comments on the consultation by the deadline of 6 March 2024. **Action ALL**

- vi) Planning Application 23/01144/OUT, Bloxham Road, Milcombe – The Parish Council discussed the Section 106 contributions relating to this application.

The Chairman reported that it was likely that the planning application would be considered at the Planning Committee on Thursday 21 March 2024 and the Chairman would attend and address the meeting.

Nathanael Stock, Planning Officer at Cherwell District Council, had offered to meet the Parish Council at 2pm on Tuesday 12 March 2024 to discuss this application.

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Resolved that the report be noted and the following be submitted to Cherwell District Council:

At the current time, Milcombe Parish Council is not aware of any land which is for sale in the Parish, which would be suitable for outdoor sports and therefore, the Parish Council does not have any plans in place for the use of Section 106 funds. With regard to indoor sports, again at the current time, the Village Hall Committee and Parish Council do not have enough members on either body to enhance the capacity of the Village Hall for any activities, including indoor sports.

There are currently no costed projects for the use of Section 106 funds for outdoor or indoor sports in Bloxham.

As a result, the Parish Council would like Section 106 funds for indoor and outdoor sports from this application to be allocated to the Community and Sports Centre in Adderbury. Milcombe Parish Council and Bloxham Parish Council are both supportive of the project in Adderbury because there will be benefits to residents of both villages, given the Centre's very close proximity to Milcombe and Bloxham.

91/23 Parish Council Matters

- i) Vacancies – There were no applications for co-option onto the Parish Council.

Resolved that the report be noted and the vacancies continue to be advertised. **Action TG**

92/23 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 5 March 2024 for the bank accounts at Unity Trust Bank and the Cambridge Building Society 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 5 March 2024 and the Unity Trust bank statements for February 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.

93/23 Correspondence – There was no further correspondence.

94/23 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minutes numbered 95/23 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

95/23 Clerk and Responsible Financial Officer – The Parish Council reviewed the salary of the Clerk and Responsible Financial Officer for 2024/2025.

Resolved that the Clerk and Responsible Financial Officer's salary be increased to SCP 26 from 1 April 2024.
Action TG

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96/23 Meeting Dates - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 23 April 2024 (Annual Parish Meeting)
- Tuesday 7 May 2024
- Tuesday 2 July 2024

97/23 Items for the Future Agendas

- Gigaclear Community Hub/Provision of Broadband and Hybrid Meetings
- New play area warning sign
- Communications/Social Media Policy
- Bench/Memorials Policy
- Noticeboard outside village shop

(The meeting closed at 9.35pm)

Signed, Chairman – 7 May 2024