

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on Tuesday 5 January 2021

## MILCOMBE PARISH COUNCIL

### MINUTES OF THE EXTRAORDINARY MEETING OF THE PARISH COUNCIL HELD ON ZOOM ON THURSDAY 5 NOVEMBER 2020 AT 8.00PM

**PRESENT:** Chairman, Councillor Marlene Cowell; Councillors Mandie McCullagh and Myra Peters.

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

**APOLOGIES:** Councillor Peter Booth submitted his apologies because he was unwell, the apologies were accepted and the absence authorised.

Councillor Michael Haynes submitted his apologies because he had another appointment, the apologies were accepted and the absence authorised.

**50/20 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.

#### **51/20 Village Matters**

- i) Village Organisations – The Chairman reported that the Milcombe Newsletter was a combined edition for December 2020 and January 2021 and was available for collection in the Horse and Groom PH and the village shop.

The Village Hall would be closed until the end of the December 2020 and weekly checks of the hall were being completed. A new noticeboard had also needed to be erected outside the village hall.

**Resolved** that:

- 1) the reports be noted; and
  - 2) Steve Woodward be asked to take down the old noticeboard outside the Village Hall and install the new noticeboard. **Action MMc**
- ii) Play Area – The Clerk reported that Section 106 funds were still available for the play area from the Oak Farm development when a new developer took over the site. Funds were also still available from Cherwell District Council's Community Infrastructure Fund.

Councillor Myra Peters reported that the Covid-19 play area signs needed to be replaced with new ones.

The Chairman advised that the trees from the Dovecote side of the play area were over hanging the boundary and Cherwell District Council should be requested to cut them back.

A resident in Horton Lane also needed to be contacted to cut back the trees in her garden because they were very close to touching the overhead power cables.

**Resolved** that:

- 1) the report be noted;
  - 2) two new Covid-19 notices for the play area be sent to Councillor Myra Peters to be displayed in the play area: **Action TG**
  - 3) Cherwell District Council be requested to cut back the trees from the Dovecote side of the play area because they are overhanging the boundary; and **Action TG**
  - 4) contact be made with Western Power and also the resident whose trees in their garden are in danger of touching the over-head power cables. **Action MMc/TG**

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- iii) Signage – The Parish Council discussed submitting a request to the County Council to improve the signage by the Horse and Groom PH, to encourage drivers to slow down when entering the village.

Councillor Myra Peters reported that she had attended a site meeting with the County Council Highways Officer, Dave Catling, on Friday 9 October 2020 and he had agreed that extra line markings could be painted on the road and a new 'Give Way' sign could be erected.

**Resolved** that:

- 1) the report be noted; and
  - 2) Dave Catling be contacted for a progress report on the road markings and the new 'Give Way' sign.
- Action TG**

- iv) Village Benches – The Parish Council discussed moving one of the village benches nearer to the Horse and Groom PH. Following a discussion, it was felt that the bench should be left in place for the time being and consideration be given to this suggestion in the spring.

**Resolved** that the report be noted.

- v) Debra Crossing – The Parish Council discussed making a request to the County Council for a Zebra Cross on Main Road, near to the junction with The Green.

**Resolved** that a request be submitted to the County Council for a zebra crossing on Main Road, close to bus stop by The Green. **Action TG**

- vi) Remembrance Sunday – The Parish Council discussed arrangements for Remembrance Sunday and Councillor Myra Peters would be collecting the wreaths and laying one at Milcombe War Memorial and one at Bloxham War Memorial.

**Resolved** that the report be noted.

## 52/20 Planning

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

20/02050/F	Star Pubs & Bars Horse and Groom Inn, Main Road, Milcombe New kitchen extraction and air input
20/02135/F	Thomas Birch & Amy Tambini 33 Newcombe Close, Milcombe 4m rear extension forming kitchen/dining area to facilitate an additional bedroom and accessible shower room.
20/02389/OUT	Mr J Dunkley Swerbrook Farm, Hook Norton Road, Wigginton Erection of an indoor horse training arena
20/02439/LB	Ms Sophie Wilson Farnell Fields, Paradise Lane, Milcombe Minor internal works and external works to rooflights and rainwater goods

The Clerk reported that the Parish Council had made comments on the following planning application: None

The Clerk reported that the Parish Council was currently considering the following planning applications: None

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**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:

<b>Cherwell DC Application No.</b>	<b>Identification</b>	<b>Milcombe PC Observations</b>	<b>Cherwell DC Decision</b>
20/02135/F	Thomas Birch & Amy Tambini 33 Newcombe Close, Milcombe 4m rear extension forming kitchen/dining area to facilitate an additional bedroom and accessible shower room.	No comments	Granted
20/02050/F	Star Pubs & Bars Horse And Groom Inn, Main Road, Milcombe New kitchen extraction and air input	No comments	Refused

**Resolved** that the report be noted.

- iii) 20/02777/F, The Forge, Smithy Cottage, Horton Lane, Milcombe – The Parish Council considered an application for the change of use of an outbuilding from ancillary to existing dwelling house to guest accommodation for short breaks and holiday use, with no structural, internal or visual changes.

**Resolved** that the Parish Council has concerns with regard to application 20/02777/F because there will be insufficient parking and the photographs on the Cherwell District Council web site, are not up to date with the current layout of the site. **Action TG**

- iv) 20/02681/TPO, 2 Oak Drive, Milcombe – The Parish Council considered an application for works to a tree which was subject to a Tree Preservation Order.

**Resolved** that the Parish Council has no objection to 20/02681/TPO. **Action TG**

- v) 20/02741/OBL, Oak Farm Phase 2 – The Chairman reported that work was due to start on the site in the near future, however Cherwell District Council was not able to advise on a start date.

**Resolved** that the report be noted.

#### **53/20 Parish Council Matters**

- i) Co-option – The Clerk reported that there had not been any applications for co-option onto the Parish Council, in respect of the two vacancies.

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

#### **54/20 Finance**

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

**Resolved** that the following payments be approved:

<b>Payment</b>	<b>Amount</b>
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Theresa Goss – Salary for November 2020	£240.76
Theresa Goss – Expenses for November 2020	£21.74
Theresa Goss – Salary for December 2020	£240.76
HMRC payment for November 2020	£60.20
HMRC payment for November 2020	£60.20
Royal British Legion – Donation	£100.00
NR Prickett – Grass cutting for October 2020	TBC
Bloxham Parish Council – Use of Zoom Account	
<b>Payments made since the last meeting:</b>	
Cherwell DC – Emptying dog waste bins for the summer period	£600.60
NR Prickett – Grass cutting for September 2020	£463.20

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 3 November 2020 for the Unity bank accounts.

**Resolved** that the report be noted.

- iii) Parish Remuneration Panel 2020/2021 – Members Allowances – The Parish Council considered the report of the Independent Parish Remuneration Panel with recommendations for 2020/2021.

**Resolved** that no allowances be paid to Parish Councillors for 2020/2021.

- iv) Internal Audit 2020/2021 – The Parish Council discussed the appointment of the Internal Auditor for 2020/2021.

**Resolved** that the quote from Auditing Solutions Ltd be approved. **Action TG**

- v) Budget 2021/2022 – The Parish Council discussed the budget and precept for 2021/2022 and prior to the meeting, a draft budget had been circulated to all Councillors.

**Resolved** that:

- 1) the budget for 2021/2022 be approved; and
- 2) the precept for 2021/2022 be approved at £13, 500. **Action TG**

**55/20 Correspondence** – There was no further correspondence.

**56/20 Meeting Dates** - The Chairman reported that until further notice, Parish Council meetings would be virtual meetings held on Zoom. They would all commence at 8.00pm.

However due to the current situation with Covid-19, she also highlighted that these meeting dates are subject to change at short notice and details would be published on the Parish Council web site.

- Tuesday 5 January 2021
- Tuesday 2 March 2021

(The meeting closed at 9.15pm)

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Signed, Chairman – 5 January 2021  
Milcombe PC Minutes 05.11.20