

These minutes have been agreed by the Chairman and are now subject to approval at the Parish Council meeting on Tuesday 8 January 2019

MILCOMBE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL, MILCOMBE ON TUESDAY 6 NOVEMBER 2018 AT 8.00PM

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

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Kieron Mallon and one member of the public.

APOLOGIES: Parish Councillor Clare Jones submitted her apologies because she had a family bereavement, the apologies were accepted and the absence authorised.

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

District Councillor Hugo Brown also submitted his apologies.

48/18 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.

49/18 MINUTES – Prior to the meeting, the minutes of the meeting held on 4 September 2018 had been circulated to the Parish Council.

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

50/18 MATTERS ARISING FROM THE MINUTES OF 4 SEPTEMBER 2018 – There were no matters arising.

51/18 CHAIRMAN'S ANNOUNCEMENTS

- Works to the Dovecote Wall – Stuart Pankhurst from Cherwell District Council (CDC) had confirmed that the work had been passed to CDC's consultant for design and tendering. However the Clerk had now referred the matter to District Councillor Hugo Brown as there had been little progress for a number of months.
- The new bus shelter for New Road had been ordered and grant funding from CDC been approved and those funds covered half of the cost of the project. Councillor Kieron Mallon would also be asked whether an application could be made to the County Council for some of his Locality Funding. **Action TG**
- Cherwell District Council's Parish Liaison meeting was being held on Wednesday 7 November 2018 at Bodicote House. The Chairman and Councillor Mandie McCullagh would be attending.
- Oxfordshire Resilience Group event was being held on 30 October 2018 & 15 January 2019 for Community Plans and Contact Directory and 16 April 2019 for advice and the role of a local authority Safety Advisory Group (SAG) at Kidlington Fire Station.

52/18 OPEN FORUM – There were no residents' issues.

53/18 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Prior to the meeting, County Councillor Kieron Mallon and District Councillor Hugo Brown had circulated their reports.

Resolved that the reports be noted.

54/18 VILLAGE MATTERS

- i) Village Organisations – The Chairman reported that 18 November 2018 was the deadline for December/January edition of the Milcombe Newsletter as those two editions were being combined.

Caroline Willoughby, Chairman of the Village Hall Committee reported that there was a coffee morning and Christmas party for the children which had been organised. A Medium night was planned for on 11 January 2019 and all profits would now go towards the works to the floor in the Village Hall. Caroline advised that the stage would be removed and the current floor would either be repaired or replaced, depending on the quotes which were received.

Caroline also reported that the Social/Fete Committee had been disbanded because there was an overlap of membership of the Committee and the Village Hall Committee. Caroline advised that there would be a deep clean in the Village Hall and contact details for bookings would be displayed in the village shop and the Horse and Groom PH.

From the funds which had been raised by the Social/Fete Committee, £1000 would be donated to the Play Equipment project and any other remaining funds would be allocated to the Village Hall Committee.

Resolved that the report be noted.

- ii) Play Area – Councillor Peter Booth reported that there had been some minor maintenance issues but the equipment was fine.

The Clerk, Chairman and Councillor Myra Peters gave an update on their meeting with Sanctuary Housing and Cherwell District Council with regard to the play equipment on the Oak Farm Phase 2 site. Sanctuary Housing had agreed to provide the Parish Council with the capital funds to support the village play area project instead of providing a LAP on the Oak Farm Phase 2 site. This was also supported by Cherwell District Council. Sanctuary Housing and CDC would now liaise to enable the Deed of Variation to be progressed.

It was also reported that a number of grant applications had been submitted to fund the play area project.

There was a discussion about the current equipment and this would be discussed in more detail at a future meeting.

Resolved that:

- 1) the report be noted;
- 2) the quote from Trevor Stewart for £58, 872 quote be accepted;
- 3) the Terms of Reference for the Working Group be approved; and
- 4) consideration with regard to how to dispose of the current play equipment, be discussed at the next meeting. **Action TG**

- iii) VAS Data – Councillor Alex Honey had not yet supplied the VAS data to the Parish Council, therefore this item could not be considered. Councillor Mandie McCullagh agreed to contact David Hughes to see whether he could help with extracting the data from the VAS.

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

- iv) Gambling Act Statement of Licensing Policy Consultation – Prior to the meeting, the consultation document from Cherwell District Council had been circulated to the Parish Council.

Resolved that the Parish Council has no comments on the Gambling Act Statement of Licensing Policy Consultation.

- v) Tree and Memorial Plaque – The Parish Council discussed the planting of a Dwarf Cherry Tree in the Church Yard as part of the Trees of Remembrance Project commemorating the end of World War I. The dead hawthorn would be removed. The Chairman had purchased the tree and Jenny Yates from Bloxham Parish Council would be collecting the plaque and delivering it to the Chairman.

Resolved that the report be noted.

- vi) Speed Limit Extension – The Parish Council had been asked to comment on the proposal to extend the current 30mph speed limit on Main Road leading south-westwards out of Milcombe by approximately 60 meters, this would be in place of the existing national speed limit. The proposals were being put forward in response to the development of land adjacent to the northern side of the road.

Resolved that the changes to the speed limit be supported and the gateways be moved to reflect the new start point of the 30mph zone. **Action TG**

- vii) Oxfordshire County Council's Depot Day – Councillor Mandie McCullagh had attended the County Council's Depot Day and reported that there had been information on potholes and resurfacing amongst a number of other issues and demonstrations of some of the equipment used by Highways. There was also a discussion about works to the A361.

Councillor Booth reported that the County Council had delivered the one ton of grit to his premises.

Resolved that the report be noted.

- viii) Thames Valley Rural Policing - Prior to the meeting, Councillor Mandie McCullagh had circulated a report on the meeting which had been held with Thames Valley Police.

Resolved that the report be noted.

- ix) Remembrance Sunday – The Chairman reported that Remembrance Sunday was on Sunday 11 November 2018 and Councillor Peter Booth would be laying a wreath on behalf of the Parish Council. There would also be a £100 donation to the Royal British Legion.

Resolved that the report be noted.

55/18 PLANNING

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

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|--------------|--|
| 18/01126/LB | Mr M Osborne
Milcombe House Horton Lane Milcombe
Minor internal alterations to ground floor |
| 18/01707/F | Mr Bertrand Facon
OS Parcel 4278 North West of Lessor Grange Milcombe
Erection of straw and machinery storage barn and associated hardstanding |
| 18/01708/OUT | Mr Bertrand Facon
OS Parcel 4278 North West of Lessor Grange Milcombe
OUTLINE - Erection of agricultural workers dwelling |

The Clerk reported that the Parish Council had made observations on the following planning application:

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18/01629/F Mr & Mrs J Ellison
Coombe House Horton Lane Milcombe
Single storey front extension with associated alterations

18/01724/F Mr Bertrand Facon
OS Parcel 4278 North West of Lessor Grange Milcombe
Erection of cattle shed, manure store and associated hardstanding

- 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
18/00372/F	Mr J Dunkley Swerbrook Farm Hook Norton Road Wigginton Change of use of land and operational development to form a horse training arena	Comments	Granted
18/01126/LB	Mr M Osborne Milcombe House Horton Lane Milcombe Minor internal alterations to ground floor	No comments	Granted

Resolved that the reports be noted.

56/18 PARISH COUNCIL MATTERS

- i) Councillors Training Courses – The Chairman reported on the following training course which was available to Councillors:
- Planning, How Town and Parish Councils fit into the planning system and how to make effective responses to planning applications – Thursday 15 November 2018 at Committee Rooms 1 and 2, Woodgreen Office, West Oxfordshire District Council, Witney (half day)

Resolved that the report be noted.

57/18 FINANCE

- i) Christmas Day Lunch – The Parish Council considered a request for a donation to support the Christmas Day lunch being provided at St Mary's Parish Rooms in Bloxham.

Resolved that a £100 donation be made to the Christmas Day lunch. **Action TG**

- ii) 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.
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Theresa Goss – Salary for November 2018	£225.53	1316
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Theresa Goss – Expenses for November 2018	£32.09	1316
HMRC payment for November 2018	£58.60	1317
HMRC payment for December 2018	£56.40	1318
Cherwell District Council – Emptying Dog Waste Bins for summer period	£384.38	1319
Mr B Giles – Spraying of footpaths	£50.00	1320
Mrs M Cowell – Purchase of Dwarf Cherry Tree for the Church	£36.76	1321
Christmas Day Lunch	£100.00	1322
Bloxham Royal British Legion – Donation	£100.00	1323
Milcombe Charities – Village Hall Hire	£84.00	1324

- iii) Bank Reconciliation and Bank Accounts - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 6 November 2018 for the Natwest bank accounts.

Resolved that the report be noted.

- iv) Budget and Precept for 2019/2020 – Prior to the meeting, the Clerk had circulated a draft budget for 2019/2020.

Following a discussion, it was felt that there should be a small increase in the precept for 2019/2020 to allow for funds to cover maintenance of the play area.

Resolved that the budget for 2019/2020 be approved and the precept be set at £13,200. **Action TG**

58/18 CORRESPONDENCE – The Chairman reported that a request had been made for nominations for the High Sherriff's Awards for this year. Councillors were asked to send any suggestions to the Clerk. **Action ALL**

The Chairman also highlighted that a volunteer had come forward to edit the village web site and he would attend the next Parish Council meeting to discuss this further.

The Parish Council also highlighted to Councillor Kieron Mallon, the urgency of the situation with the broken street lights in Portland Road because there had not been any lights there for a number of months. Councillor Kieron Mallon agreed to follow this up with the County Officers. **Action KM**

59/18 MEETING DATES - The Parish Council noted the following meeting dates, commencing at 8.00pm at the Village Hall, Milcombe:

- 8 January 2019
- 5 March 2019
- 7 May 2019 (Annual Parish Meeting)
- 14 May 2019
- 2 July 2019
- 3 September 2019
- 5 November 2019

60/18 ITEMS FOR THE NEXT AGENDA

1. Section 106 Wish List
2. Arrangements for the disposal of the old play equipment
3. Village web site

(The meeting closed at 9.15pm)

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Signed, Chairman – 8 January 2019

DRAFT