

MILCOMBE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 7 MARCH 2023 AT 8.00PM AT THE VILLAGE HALL, MILCOMBE

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

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), District Councillor Hugo Brown and two members of the public.

81/22 Apologies – Parish Councillor Mandie McCullough submitted her apologies because she was unwell.

County Councillor Kieron Mallon also submitted his apologies.

Resolved that the apologies from Parish Councillor Mandie McCullough be accepted and the absence be authorised and approved.

82/22 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.

83/22 Minutes – Prior to the meeting, the minutes of the meeting held on 3 January 2023 had been circulated to the Parish Council.

Minute number 71/22 – The word ‘green’ was changed to ‘brown’.

Resolved that the minutes of the meeting held on 3 January 2023 be approved and signed by the Chairman as a correct record, with the above amendment.

84/22 Matters Arising from the Minutes of 3 January 2023

Minute Number 68/22, Matters Arising – The Chairman had contacted the Church Warden and the green and brown bins had been relocated, so that they were now more accessible for disposing of old flowers and packaging.

Minute Number 68/22, Matters Arising – The gateways had been installed by Nigel Prickett and had also been painted.

Minute Number 71/22, Reports from County and District Councillors – District Councillor Hugo Brown had contacted Cherwell District Council and had been advised that billing systems did not allow for brown bin permits to be paid for by instalments.

85/22 Chairman’s Announcements

- Complaint about the Culvert at Phase 2 of Oak Farm – It had appeared that sewage was seeping out of the culvert, however the Chairman had spoken to Shane Robinson at Living Space and it was actually concrete residue. The situation would continue to be monitored.
- 12 Heath Close Development – The application was due to be considered at the Cherwell District Council Planning Committee on 9 March 2023, but it had now been deferred to the next meeting. Planning Officers would be recommending refusal because Cherwell District Council could now demonstrate a 5.4 year housing land supply. Councillors were asked to look at the application again and forward their comments to the Clerk. **Action ALL**
- Village Gateways – There were seven gateways in the village which needed to be repainted and Paul Lester would be asked to quote for this work. **Action MP**

86/22 Open Forum – A resident addressed the Parish Council and reported that he had objected to the planning application behind 12 Heath Close.

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(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)

87/22 Reports from County and District Councillors – Prior to the meeting, County Councillor Kieron Mall and District Councillor Hugo Brown had circulated their reports to the Parish Council.

Councillor Brown highlighted a number of matters in his report relating to the Local Plan consultation, housing land supply (which was now 5.4 years) and Cherwell DC's budget.,

Councillor Brown also advised that this was his last meeting as District Councillor because he would not be standing for re-election in May 2023. The Parish Council thanked him for all his work and support as District Councillor for Milcombe.

Resolved that the reports be noted.

88/22 Village Matters

i) Village Hall Committee – Councillor Nigel Davis reported that the Trustees now had access to the bank account and there would be at least two Committee meetings per year.

Councillor Davis was thanked for his report.

Resolved that the report be noted.

ii) Play Area – The Chairman reported that Playground Supplies Ltd were continuing to inspect the play area each month and Clerk was forwarding the reports to Councillors to review.

Resolved that the report be noted.

iii) HGV's in New Road, Milcombe – County Councillor Kieron Mallon had referred the matter to the County Officers and Parish Councillor Nigel Davis was awaiting a response.

Resolved that the report be noted.

iv) Annual Parish Meeting – The Chairman advised Councillors that the Annual Parish Meeting would be held on Tuesday 18 April 2023 at 8pm at the Village Hall.

Resolved that the report be noted.

v) HM King Charles III Coronation – The Parish Council discussed the possibility of holding events over the bank holiday weekend. Cherwell District Council were providing grant funding, but Councillors were not aware of any events being planned.

Resolved that the report be noted.

vi) Milcombe Newsletter – The Parish Council discussed the future of the Milcombe Newsletter. Mark Boardman would like another volunteer to take over as the Editor as he was stepping down. It was felt that the newsletter would have to stay dormant, until a new Editor could be found.

Resolved that the Milcombe Newsletter remains dormant until a volunteer comes forward to re-start the publication.

vii) Village Litter Pick – The Parish Council discussed arranging a litter pick in the village, as part of Cherwell District Council's Spring Clean event.

Resolved that the village litter pick would be held on Saturday 25 March 2023. **Action MP/MMc**

viii) 'No Mow in May' – The Parish Council discussed taking part in the 'No Mow in May' initiative.

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Resolved that the Parish Council will support 'No Mow May' 2023, but this will not include the play area and Church yard. **Action TG**

ix) Damage to Grass Verges – The Parish Council discussed the damage to grass verges on Main Road, Milcombe, from the Village Hall to the Horse and Groom pub.

It was suggested that bollards could be purchased and installed, but permission would be required from the County Council.

Resolved that:

- 1) a meeting be arranged with the County Council and Sanctuary Housing to discuss the issues with damage to the verges; and **Action TG**
- 2) the residents who wish install bollards on Main Road, should write to the Parish Council requesting support and the request will then be forwarded to the County Council.

x) Tree Planting – The Parish Council considered a request from a resident for a Rowan tree to be planted outside Mulberry Keytes on Main Road, Milcombe.

The Chairman also reported that the County Council had made an offer to the Parish Council to plant a tree in the Parish and the Clerk suggested that the tree could be planted outside Mulberry Keytes. A meeting was being held with John Rawlings from the County Council on Friday 11 March 2023 and the resident would be invited to attend.

Resolved that the report be noted.

89/22 Planning

i) Planning Applications - The Parish Council had no objections to the following application:
21/04298/OUT Little Acre, Main Road, Milcombe
Outline application for erection of 3 dwelling houses including consideration of means of vehicular access

The Parish Council was currently considering the following planning application:
23/00047/F Hillcroft, Paradise Lane, Milcombe
Single storey extension and internal alterations

Resolved that the reports 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
21/04298/OUT	Little Acre, Main Road, Milcombe Outline application for erection of 2 dwelling houses including consideration of access, scale, layout and appearance (landscaping reserved)	No objection	Withdrawn
23/00047/F	Hillcroft, Paradise Lane Milcombe Single storey extension and internal alterations	No objection	Permitted

Resolved that the report be noted.

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iii) Neighbourhood Development Plan (NDP) – Councillor Nigel Davis reported that the NDP was in abeyance because the funding streams had closed, but they would re-open in the middle of April 2023. Councillor Davis also asked for input from Councilors with their ideas for inclusion in the Plan.

Resolved that the report be noted.

90/22 Parish Council Matters

i) Vacancies – There had not been any applications for co-option onto the Parish Council.

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

91/22 Finance

i) Accounts for Payment/Income/Uncashed Payments – 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 accounts for payments be approved and the income and uncashed payments be noted and the following payments be approved:

Theresa Goss – Salary and expenses for March 2023	
HMRC – Payments for March 2023	
Nigel Prickett – Works to gateways	£582.31
Cotefield Treecare Ltd – Stump grinding	£721.99
Community First Oxfordshire – Annual Subs	£55.00
Oxfordshire Association of Local Councils – Annual Subs	£156.00
Playground Supplies Ltd – Play Area Inspection	£72.00
4 th Corner Ltd – Removal of grass cuttings	£282.00

ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 7 March 2023 for the Unity Trust bank accounts.

Resolved that the report be noted.

iii) Budget Monitoring – The Parish Council considered the budget monitoring report from April 2022 to March 2023.

Resolved that the budget monitoring report from April 2022 to March 2023 be noted.

920/22 Correspondence – There was no further correspondence.

93/22 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 minute numbered 94/22 the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

94/22 Clerk and Responsible Financial Officer – The Parish Council reviewed the salary of the Clerk and Responsible Financial Officer for 2023/2024.

Resolved that the Clerk and Responsible Financial Officer's salary be increased to SCP 25 from 1 April 2023. **Action TG**

(The public and press were invited back into the room at the conclusion of this item)

95/22 Meeting Dates - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 18 April 2023 (Annual Parish Meeting)

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- Tuesday 2 May 2023
- Tuesday 4 July 2023
- Tuesday 5 September 2023
- Tuesday 7 November 2023

96/22 Items for the Future Agendas

- Gigaclear Community Hub/Provision of Broadband and Hybrid Meetings
- New play area warning sign
- Results of Traffic Survey

(The meeting closed at 9.40pm)

Signed, Chairman – 2 May 2023