

MILCOMBE PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 7 SEPTEMBER 2021 AT 8.00PM AT THE VILLAGE HALL, MILCOMBE

PRESENT: Chairman, Councillor Marlene Cowell; Councillors Ruth Dale, Nigel Davis, Myra Peters and Tracey Scott.

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

APOLOGIES: Parish Councillor Mandie McCullagh submitted her apologies because she was unwell, the apologies were accepted and the absence authorised.

34/21 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.

35/21 Minutes – Prior to the meeting, the minutes of the meetings held on 6 July 2021 had been circulated to the Parish Council.

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

36/21 Matters Arising from the Minutes of 6 July 2021 – There were no matters arising.

37/21 Chairman's Announcements

- Resignation - Robert Ottway had resigned as a Parish Councillor and the vacancy was being advertised.
- Gigaclear – A meeting was being held with Gigaclear on Zoom on Thursday 23 September 2021 at 730pm to discuss the fibre roll-out in the village. Bloxham and Adderbury Parish Councils would also be attending the meeting.
- Cherwell Local Plan Review – The Options Paper was discussed at Cherwell District Council's Executive on 6 September 2021 and the Parish Council was able to make comments on the Plan by 10 November 2021.
- Hedges – There was a hedge overhanging the boundary on New Road, which started at the cross roads and ran along the length of New Road. Also, the hedge which ran up towards Rye Hill Golf Club needed cutting back. These would be reported to Oxfordshire County Council. **Action TG**
- Disposal of the old play equipment – Items of play equipment had been removed from the play area due to vandalism, had been taken to Pete Booth's yard and had subsequently been disposed of. Two slides still needed to be removed from the yard and Kompan would be asked to take these away in their skips, when the installation of the new equipment commenced. **Action TG**
- Oxfordshire Bus Service Improvement Plan – A Parish Council response had been invited by the County Council and the consultation had been advertised to residents to enable them to respond too.
- Oxford/Cambridge Arc – The Oxford/Cambridge Arc was a project to link the two cities and there was currently an open consultation on the project.
- St Laurence Church Clock - Smith of Derby had completed works to the clock and the call-out fee was £150.00. This cost would be covered by the Parish Council.

38/21 Open Forum – A resident addressed the Parish Council with regard to the play area and the issues with anti-social behaviour. The Councillors discussed the issues with the resident and sympathised with the situation the residents in that area were in. However, there were no easy solutions to the problem and residents were encouraged to report all instances of anti-social behaviour to Thames Valley Police.

39/21 Reports from County and District Councillors – Prior to the meeting District Councillor Hugo Brown had circulated his report. Councillor Brown encouraged the Parish Council to make comments on the Local Plan and information would be sent to Councillors again by the Clerk. **Action TG**

County Councillor Kieron Mallon had not submitted a report.

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Resolved that the report be noted.

40/21 Village Matters

- i) Village Organisations – The Chairman thanked Mark Boardman for producing the Milcombe Newsletter.

The Village Hall was being used for the first time for the Parish Council meeting and was checked regularly by the Village Hall Committee. A Treasurer had also now been found to join the Committee.

Resolved that the reports be noted.

- ii) Play Area – The Chairman reported that the play area inspection had been completed in the summer.

The Clerk reported that the installation of the new play equipment was due to be completed in October 2021. The Section 106 funds had been transferred to the Parish Council and so too had the Community Infrastructure Grant, therefore all funds were in place to be able to pay the invoices from Kompan.

Resolved that the reports be noted.

- iii) Register of Community Assets – Councillor Nigel Davis reported that he would be completing application forms relating to the Horse and Groom Inn, Village Hall, St Laurence Church, Dovecote, the village green and the village shop. The ownership of all assets was being investigated and the Parish Council needed to state reasons why these were considered, assets of community value.

Resolved that reasons for registering the assets of community value be forwarded to Councillor Nigel Davis. **Action ALL**

- iv) Dog Waste Bin – The Parish Council discussed the proposed re-siting of the dog waste bin at the entrance to The Green, following a neighbour complaint with regard to the smell coming from the bin.

Resolved that advice on the dog waste bin be sought from Cherwell District Council and confirmation be requested that dog waste bins are emptied twice during the summer. **Action TG**

41/21 Planning

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

21/02138/F - 11 Oak Farm Close, Milcombe

RETROSPECTIVE - Installation of 2 No garage doors to carports to cover, secure and make safe the double carport apertures underneath the first floor dwelling/sleeping area by fitting

The Clerk reported that the Parish Council had observations/objections on the following planning applications:
None

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:

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Cherwell DC Application No.	Identification	Milcombe PC Observations	Cherwell DC Decision
21/01520/REM	Swerbrook Farm Hook Norton Road Wigginton Reserved matters application to 21/01506/OUT – landscaping	No objections	Permitted
21/02007/F	15 Heath Close Milcombe To complete driveway by replacing breeze block section with block paving to match. Also to complete the dropped kerb to fall in line with the full width of the house. To install either two or three lower trims and one angled trim. (resubmission of 21/01238/F)	No objections	Refused
21/02138/F	11 Oak Farm Close Milcombe RETROSPECTIVE - Installation of 2 No garage doors to carports. Two parking spaces, one in the garage and one in front of the two garages.	No objections	Permitted

Resolved that the report be noted.

iii) Neighbourhood Planning – The Parish Council discussed neighbourhood planning in the village. It was felt that it would be beneficial to the village if there was a Neighbourhood Development Plan, however, there was not the resources within the Parish Council to undertake such a large and complex project.

Resolved that the report be noted.

iv) Oxfordshire 2050 – The Chairman reported that the Parish Council was able to make comments on the consultation and the deadline was 8 October 2021.

Resolved that contact be made with Bloxham Parish Council with regard to a joint response from both Councils. **Action TG**

42/21 Parish Council Matters

i) Vacancy – The Clerk advised that there were no applications for co-option.

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

ii) Parish Council Meetings, Post May 2021

Resolved that all of the decisions which have been made by the Clerk and Responsible Financial Officer, under delegated authority, based on recommendations made by the Parish Council, since 7 May 2021 be approved.

iii) Community Governance Review – The Parish Council discussed whether to submit comments on Cherwell District Council's proposed Community Governance Review.

Resolved that:

- 1) it be noted that there are no changes to the Parish or Ward boundary as part of the Review; and
- 2) the Parish Council has no comments on the Community Governance Review.

43/21 Finance

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

Nigel Prickett – Grass Cutting	£407.40
Barry Giles – Hedge Maintenance	£70.00
ROPSA – Play Area Inspection	£82.20
Kompan – Play Area Equipment	£32,869.80
Nigel Prickett – Grass Cutting	£463.20
Theresa Goss – Salary and expenses for Sept and Oct 2021	
HMRC – Payments for Sept and Oct 2021	

ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 7 September 2021 for the Unity bank accounts.

Resolved that the report be noted.

iii) Budget Monitoring – The Parish Council considered the budget monitoring report for April to September 2021.

Resolved that the report be noted.

44/21 Correspondence – The Clerk reported that a planning training course was being held on 14 & 21 October 2021 at Jubilee Hall, Bloxham and all Councillors were invited to attend.

45/21 Meeting Dates - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 2 November 2021
- Tuesday 4 January 2022

46/21 Items for the Next Agenda

- Village Defibrillator
- Section 106 Wish List
- Internet in the Village Hall
- Hybrid Meetings

(The meeting closed at 9.35pm)

Signed, Chairman – 2 November 2021