

MILCOMBE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 9 JANUARY 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), District Councillor Andrew McHugh and one member of the public.

64/23 Apologies – Parish Councillor Ruth Dale submitted her apologies because she was on holiday.

Resolved that the apologies from Councillor Ruth Dale be accepted and the absence be authorised.

65/23 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.

There were no declarations of interest.

66/23 Minutes – Prior to the meeting, the minutes of the meeting held on 7 November 2023 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 7 November 2023 be approved and signed by the Chairman as a correct record.

67/23 Matters Arising from the Minutes of 7 November 2023 – There were no matters arising.

68/23 Chairman's Announcements

- Oxfordshire County Council's Town and Parish Councils Charter – Councillors were encouraged to submit their comments on the new Charter.
- Flooding – There had been a number of emails between the Parish Council, the County Council, Tim Northey at Abbey Mill Homes and Councillor Chris Hill regarding the flooding in the village over the previous week. Oxfordshire County Council had carried out an inspection of Mr Dyke's property, Orchard Cottage, and there would be a further inspection on Friday when the drainage system would be investigated. There appeared to be a blockage in the middle of Main Road.

Tony Brummell, Drainage Officer at Cherwell District Council, would be contacted for a definitive map of the drainage system in Milcombe. **Action AMc/TG**

Tim Northey at Abbey Mill Homes would also be contacted to request that the swale and attenuation tank be moved to the southeast corner of the site. **Action CH/TG**

- Bus routes – Stagecoach had contacted the Parish Council to advise that the 488 route would be re-routed along Bloxham Road, rather than along New Road. This was part of a series of proposals along the 488 route to speed up journeys and reduce delays. This route was operated commercially by Stagecoach.

The Parish Council considered the Stagecoach proposals to re-route the 488 service through Milcombe and agreed to object to them.

The Parish Council felt that as many people currently used the route along New Road, including lots of school children, the change would have a detrimental impact on those users.

In addition, the bus users also visited the village shop whilst they are waiting for the bus and the re-routing would have a detrimental impact on the village shop too.

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Milcombe did not have many amenities and village shops, including ours, already had many challenges and removing their customers would make the financial viability of the shop even more difficult than it already was. **Action TG**

- Affordable Housing in Hook Norton – Hook Norton Community Land Trust Homes had contacted the Parish Council because twelve affordable homes on a development in Hook Norton, had been offered by Cherwell District Council to those who had a connection with Hook Norton. If this allocation was not taken up, the homes could be offered to those living in Wigginton, Milcombe and Sibford as a priority over others on the Cherwell District Council housing register. The Parish Council agreed to support this initiative and the Clerk was asked to put a note on Facebook, the web site and in the Parish Council newsletter to make the community aware. **Action TG**
- Defibrillator – Councillor Nigel Davis advised that the pads in the defibrillator at the Village Hall would require replacing shortly. It was agreed that Councillor Davis would order the pads and then be reimbursed for the cost. **Action ND/TG**

69/23 Open Forum – The resident had attended the meeting to discuss the flooding issue in the village and this had been covered in the previous item, therefore he had nothing further to add.

(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)

70/23 Reports from County and District Councillors – Prior to the meeting, District Councillor Andrew McHugh had circulated his report to the Parish Council. Councillor McHugh also reported that he had stepped down as a Trustee at Community First Oxfordshire.

There was no report from County Councillor Kieron Mallon.

Councillor McHugh was thanked for his report.

Resolved that the report be noted.

71/23 Village Matters

- Village Hall Committee – Councillor Nigel Davis reported that there were a number of projects at the village hall which required grant funding and applications were being submitted to cover the costs.

Councillor Davis was thanked for his report.

Resolved that the report be noted.

- Play Area – The Chairman reported that there were no issues at the play area.

Resolved that the report be noted.

- Asset of Community Value, Horse and Groom PH – Councillor Nigel Davis reported that there had not been any progress with the application.

Resolved that the report be noted and registering the Horse and Groom as an Asset of Community Value, will be considered as part of the Neighbourhood Plan. **Action ND**

- Highways Issues – The Parish Council discussed highway issues in the village and received a report on a meeting held with Dave Catling from Oxfordshire County Council regarding the weight limit on New Road.

Councillor Nigel Davis reported that during the meeting with Dave Catling from the County Council prior to Christmas, which had originally been arranged to discuss the bollard provision and white lining on Main Road, had also included a discussion on the weight limit on New Road.

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Mr Catling advised that the weight limit signs on New Road indicated that, any vehicles over 7.5 tonnes, were prohibited from New Road, except for loading and unloading at the village shop.

This was clarified and meant that any vehicle whatever its size, as long as they were stopping at the village shop on New Road to make a purchase, were able to use New Road.

If vehicles over 7.5 tonnes did not stop at the shop, they were not authorised to use New Road.

Resolved that:

- 1) the report be noted; and
- 2) HS2 be contacted about the use of New Road by their construction traffic. **Action TG**

72/23 Planning

- i) Planning Applications – Since the last meeting, the Parish Council had no objections to the following application:

23/02626/CLUE	Rickfield Farm, Station Road, Milcombe, Certificate of Lawfulness for the Existing Development: Operational development - comprising 25no storage containers - which have been sited on land at Rickfield Farm, Station Road, Milcombe, Oxfordshire, OX15 4RS for longer than 4 years.
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

It was also reported that the application 22/02104/F, land to the rear of No 12 and south of dismantled railway, Heath Close, Milcombe had been approved by the Planning Inspector following the refusal by Cherwell District Council.

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
23/02626/CLUE	Rickfield Farm, Station Road, Milcombe Certificate of Lawfulness for the Existing Development: Operational development - comprising 25no storage containers - which have been sited on land at Rickfield Farm, Station Road, Milcombe, Oxfordshire, OX15 4RS for longer than 4 years.	No objections	Refused

Resolved that the report be noted.

- iii) Neighbourhood Development Plan (NDP) – Councillor Nigel Davis reported that the Locality grant he had applied for had initially been refused. Therefore, he was seeking advice to enable a successful application.

Resolved that the report be noted.

73/23 Parish Council Matters

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

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Resolved that the report be noted. **Action TG**

ii) Parish Council Policies – The Parish Council considered two new policies for approval.

Resolved that the following policies be approved and uploaded onto the Parish Council web site:

- Reserves Policy, including a £10,000 reserve for the CCTV system
- Publication Scheme

74/23 Finance

i) Accounts for Payment/Receipts/Uncashed Payments & Receipts – The Clerk submitted to the Parish Council, the receipts which had been received since the last meeting, the uncashed payments & receipts and the accounts to be paid.

Resolved that the accounts for payments be approved as detailed in appendix 1 to the minutes and the receipts and uncashed payments & receipts be noted.

ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation as at 9 January 2024 for the Unity Trust bank accounts.

Resolved that the report be noted.

iii) Budget Monitoring – Prior to the meeting, the Parish Council had received a budget monitoring report for 2023/2024.

Resolved that the report be noted.

iv) Internal Audit 2023/2024 – Prior to the meeting, the interim Internal Auditor's report for 2023/2024 had been circulated to the Parish Council.

Resolved that report be noted and the recommendations approved.

75/23 Correspondence – There was no further correspondence.

76/23 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 77/23, 78/23 & 79/23 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

77/23 CCTV for the Play Area – Councillor Nigel Davis gave an update on the progress of the project.

Resolved that the report be noted.

78/23 Staffing Matters – The Clerk reported that the National Joint Council for Local Government Services had reached a pay agreement and advised on the increase in salary for the Clerk & Responsible Financial Officer, which was back dated to 1 April 2023.

Resolved that the report be noted and salary for the Clerk & Responsible Financial Officer be amended to reflect the agreed increase and it be back dated to April 2023.

79/23 Grass Cutting Contracts for 2024/2025 – The Parish Council discussed quotes for the grass cutting contracts for the village areas and the Church Yard.

Resolved that the quote from Nigel Prickett for the grass cutting for 2024/2025 be accepted. **Action TG**

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80/23 Meeting Dates - The Chairman reported that future meetings would be held in the Village Hall, Milcombe and would commence at 8.00pm.

- Tuesday 5 March 2024
- Tuesday 23 April 2024 (Annual Parish Meeting)
- Tuesday 7 May 2024
- Tuesday 2 July 2024

81/23 Items for the Future Agendas

- Gigaclear Community Hub/Provision of Broadband and Hybrid Meetings
- New play area warning sign
- Communications/Social Media Policy
- Repair to Bus Shelter
- Annual Parish Meeting
- Annual Litter Pick
- Cherwell DC - Planning Application Validation Checklist Consultation

(The meeting closed at 9.30pm)

Signed, Chairman – 5 March 2024