

Little Milton Parish Council
Minutes of Council Meeting held on Wednesday 11th October 2023

Present: Cllrs Giles Denby, Howard Harrison, Ed Horwell, Francois van der Merwe

Mrs Andrea Oughton (Parish Clerk)

Members of the public: Four

Parish Forum

The Manager of Little Milton Village Shop thanked the Parish Council for the opportunity to speak about the financial position of the shop and asked if the council considered the shop and post office a vital village asset?

The shop provided a very important service during the pandemic. A document showing the Profit / Working Capital for 2022-23 and forecasts for 2023-24 / 2024-25 / 2025-26 was tabled. The parish council was asked if it will consider ring fencing £10k of funds for 2024-25 to support the shop if needed?

A resident asked if the draft minutes of parish council meetings can be posted on the Council's website.

The applicant for planning applications related to The Plough (Item 5) outlined the changes, mainly as a result of comments received from the District Planning Authority, compared to previous applications that had been submitted.

01/10/23 Apologies for Absence

Apologies received from Cllrs Sheppard (Personal) and Wakeling (Business).

02/10/23 Declaration of any pecuniary interests of members

There were no declarations of any pecuniary interests.

03/10/23 Approval of Minutes

Resolved to approve the minutes of the Parish Council meeting on 12th July 2023.

04/10/23 Matters Arising

There were no matters arising that would not otherwise be covered on the agenda.

05/10/23 Planning

P23/S3204/HH & P23S3205/LB – The Plough, Stadhampton Road, Little Milton, OX44 7QD

Proposed two-storey and single storey rear extensions to The Plough House, proposed one and a half storey outbuilding, repairs to existing garage, alterations to site boundary walls and site access.

Resolved No Strong Views

The following application was noted.



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P23/S3321/DIS – The Site of Milton House, Gold Street, Little Milton

Discharge of condition 6 (Tree Protection) on planning application P22/S1241/FUL (Demolition of existing dwelling. Redevelopment of existing site to provide 4 dwellings with associated development including access works to Gold Street access).

It was further noted that the following planning applications had been withdrawn prior to determination by the District Planning Authority:

P23/S1772/HH & P23/S1773/LB - The Plough Stadhampton Road Little Milton OX44

7QD Proposed two-storey rear extensions to The Plough House, proposed one and a half storey outbuilding, repairs to existing garage, alterations to site boundary walls and site access. (As amplified by tree survey report and plan dated 27 June 2023 and as amended & amplified by plans SKP0200, PP0010-B, PS0110A, PEO105A, PP0100A & PS0110 A.

Items related to street names and postal addresses were noted as follows:

- i) The new road within the Milton House development is to be named Holm Oak Close.
- ii) The address for the new residential dwelling on Thame Road is to be known as 22 Thame Road, Little Milton, Oxfordshire, OX44 7PZ.

The Clerk stated the Community Infrastructure Levy (CIL) liability due for the Milton House Development is £290,160.00 and outlined the process for receipt of funds. The parish share is calculated by taking 25% (as Little Milton has a Neighbourhood Development Plan) of the amount which is £72,540.00. The CIL charge will be calculated from when the commencement notice is received (anytime within three years from the date of the planning decision).

However, in view of the large amount of CIL due, the District Council's CIL Instalment Policy will be applied and it will be paid in three instalments:

First Instalment – 20% of the CIL payable with 60 days. *

Second Instalment – 40% of the CIL payable within 1 year *

Third Instalment – 40% of the CIL payable within 2 years. *

*This will be calculated from date work commences on site and in accordance with the date shown on the CIL Form 6.

06/10/23 Neighbourhood Development Plan Review

A report prepared by Mr Barry Coward had been circulated prior to the meeting. Mr Coward had reviewed the Neighbourhood Development Plan (NDP) Policies and concluded they remain sound. More strategically, population and demographic trends are not going in the desired direction as set out in the NDP. No re-balancing of housing stock towards smaller houses has been achieved. Dependency on the car continues and the capacity of the village sewage system has not been increased.



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There is no immediate action to review the NDP. When the time comes (possibly in 3-5 years), a Neighbourhood Priority Statement, currently being piloted by other villages, may be a simpler proposition. The key to success is to find a new village group to undertake the work. A more immediate priority is responding to the consultation on the Joint South Oxfordshire and Vale of White Horse Local Plan due in the autumn and in particular the Plan's proposals for smaller villages, Chalgrove Airfield and Harrington.

The Parish Council thanked Mr Coward for his very detailed report.

07/10/23 Report by District / County Councillor

District Councillor Heritage had circulated her monthly report and stated there were still funds available in the Councillor Community Grant scheme. The closing date for applications is 20th October.

County Councillor Freddie van Mierlo had circulated his monthly report and highlighted the recent cabinet reshuffle. A new cabinet position had been created to support SENS improvement. County Councillor for Abingdon, Judy Roberts, has taken over the Infrastructure and Development portfolio.

Freight Strategy - the Atkins study into area weight restrictions has been published. The study outlines a process for all villages and towns to request further work to reduce HGVs on inappropriate roads. The process will be published on Oxfordshire County Council's (OCC) website for parishes and towns to submit applications. The process is quite lengthy and will need the support of the local OCC Councillor.

08/10/23 Traffic through Little Milton on the A329 and the Haseley Road

The parish council has a constant flow of correspondence from residents regarding problems on the A329, not all related to HGVs, there are also weight restrictions and traffic speed.

There are things that can be done; installation of Speed Indicator Device signs, revive the Community Speed Watch Programme and continue the campaign for a weight restriction through the village.

Cllr Sheppard's report on Speed Indicator Device (SIDs) signage was discussed. It was agreed that data collected from the traffic surveys will guide the location of the new SIDs. It was further agreed to investigate the purchase and installation of two SIDs and to consult with residents living near the proposed locations.

Traffic Surveys - **Resolved** to approved expenditure up to £400.00 for traffic surveys. Cllr Harrison will contact OCC Highways.

Community Speed Watch Programme involves volunteers who need to be trained and investment in signage and kit, approximately £500.00. Agreed to put an article in the newsletter and a post on social media outlining the commitment in time and training required and asking for volunteers. A minimum of six volunteers are needed for the programme to be viable.

Points from the OCC report (item 7 above) highlight road safety, damage to buildings, highway structure, congestion, air pollution. The parish council can put together a good application to the Atkins Study including photographic evidence, frequency of traffic,



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locations of HGVs and evidence of engagement surrounding the problem. Some data needs updating, including traffic and air quality surveys which were carried out a few years ago. Need to appeal to residents to provide evidence.

09/10/23 MUGA and Tennis Courts Refurbishment

An application for £65k of funding has been submitted, if successful it will provide 90% of the funding (the parish council funding 10%) required to refurbish MUGA and Tennis Court surfaces. The outcome will be known in December. It was agreed to draft an application to the SODC Capital Grant Fund. Other funding streams will be explored.

10/10/23 Fibre to the Premises (FTTP) Broadband Provision for the Whole Village

Commercial installers will have the opportunity to bid for areas in the County where there is currently no FTTP provision. Successful bids will be known by the end of this month. Hopefully by the next meeting we will know whether commercial installers have bid to supply FTTP to areas of the village not yet covered.

11/10/23 Extra Grounds Maintenance Work to the Recreation Ground

It was **resolved** to **approve** the following quotations:

- £425.00 to trim the hedge behind the MUGA.
- Two treatments (per year) to the recreation ground at £245.00 per treatment. It was agreed that the MUGA and Tennis Court surfaces are also included at an additional cost.
- £225.00 to clear the brambles and MUGA mound.

12/10/23 Community EV Microhubs Scheme

It was noted that the parish council has submitted an expression of interest in being involved in a new grant scheme opportunity for the provision of Electric Vehicle chargers in the car park at Pine Lodge.

13/10/23 Finance

Approval of Council Expenditure

Colourplus October 2023 newsletter	£236.90
Clerk (A Oughton) Month 7 2023-24	£226.98
Editor (R Fergusson) Month 7 2023-24	£76.10
HMRC – PAYE Months 4-6 2023-24	£323.00
Francois van der Merwe (Microsoft Licences – Sept)	£18.24
Hugo Fox (Website)	£122.28
BGG: playing field & triangle area x 3 cuts	£415.80

Direct Debit

Intuit: Accounting software October 9 th – November 9 th 2023	£16.80
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Retrospective Approval of Council Expenditure

BGG: verges + playing field & triangle area x 2 cuts	£718.20
Colourplus August 2023 newsletter	£239.20
Stoneworld (Sun dial)	£2,574.00



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Colourplus September 2023 newsletter	£243.10
Clerk (A Oughton) Month 6 2023-24	£226.98
Editor (R Fergusson) Month 6 2023-24	£76.50
Newsletter postage (April – September)	£40.05
BGG: playing field & triangle area x 2 cuts	£277.20
Francois van der Merwe (Microsoft Licences (July & Aug)	£36.48

Direct Debit

Intuit: Accounting software September 9th – October 9th 2023 £16.80

Bank reconciliations for October had been circulated.

It was **resolved** to apply for two debit cards on the current account held with National Westminster Bank; for the Clerk and Cllr Harrison. Purchases using the debit cards will be reported monthly as part of the financial update.

Latest Forecast

The latest forecast was circulated. Particular attention was paid to the Reserves page. In presenting the figures certain assumptions have been made a) no increase in the Precept for the next two years, minimum level of reserves held £13,500 (1 x Precept), estimated costs of known projects and recognition of a commitment to support the village shop. The forecast provided information for discussion in advance of setting the budget and agreeing the Precept for 2024-25 in January.

Discussion took place on possible ways to support the village shop, including raising £10k of financial support through an increase in the Precept and / or lowering reserves. Also, the installation of solar panels on the village hall roof which will generate enough energy for the shop and village hall. It was agreed to add an item to the next agenda to discuss and agree a plan to engage with residents to seek their views.

14/10/23 Reports from Councillor Representatives

Recreation Ground / Open Spaces

The recreation ground and green were cut once in August and three times in September. The verges are due to be cut late October. The planters and millennium flower beds will be planted with winter bedding in October.

The telephone box on Haseley Green has been repaired after several panes of glass were broken. The light was repaired on 18th September 2023.

Cllr Harrison will contact Soha to seek permission to install a new bench (opposite the existing bench) on Old Field.

Communications

It was noted that a hedge to a residential property on the A329 is encroaching onto the footpath. Cllr van der Merwe will contact the resident.



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15/10/23 Correspondence

A resident has contacted the parish council about a tree on the Milton House development which, if it were to fall could be a danger to people, the highway and property. The Chairman and Clerk have contacted the landowner and OCC Highways and advised the resident to also contact OCC Highways. It was noted at the meeting that the OCC Tree Officer will visit the site to assess the tree next week.

The grass cutting team at OCC has written to the parish council advising of a change to the Grass Cutting Schedule. In line with OCC policy the verges will only be cut once a year (excluding vision splays). At this time there is no indication that OCC intend to alter the amount paid to the parish council to cut the verges.

St James' Parochial Church Council (PCC) has written to the parish council asking if it can assist in a collective approach to welcoming new arrivals to the village, letting them know what goes on, events, clubs, etc. The PCC are also looking to recruit new volunteers to help with fundraising. It was agreed the newsletter and posts on social media already provide a lot of information to residents.

Cllr Denby agreed that he will follow up the placement of additional AED signage, as identified in the report.

16/10/23 Exchange of Information

Nothing to report.

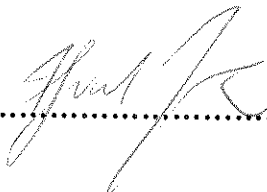
17/10/23 Date of Next Meeting

The next meeting will be held on Wednesday 8th November 2023, commencing at 7.30pm at Pine Lodge.

The meeting finished at 10.15pm

Signed by:

Chairman.....Date.....



8 Nov 23