

Little Milton Parish Council
Minutes of Council Meeting held on Wednesday 14th February 2024

Present: Cllrs Giles Denby, Howard Harrison, Ed Horwell, David Wakeling

Mrs Andrea Oughton (Parish Clerk)
Members of the public: Four

Parish Forum

No items were raised.

01/02/24 Apologies for Absence

Apologies received from Cllr Francois van der Merwe (Personal) and Cllr Adam Sheppard (unwell). Cllr Wakeling chaired the meeting.

02/02/24 Declaration of any pecuniary interests of members

There were no declarations of any pecuniary interests.

03/02/24 Approval of Minutes

Resolved to approve the minutes of the Parish Council meeting held on 10th January 2024.

04/02/24 Matters Arising

The District Council's Deep Cleanse Team had been busy cleaning areas around the village. It was noted they had done a very good job and their efforts were appreciated by residents and the Parish Council.

05/02/24 Planning

Joint Local Plan (JLP) – Preferred Options Consultation

Notes on the JLP prepared by Mr Barry Coward were discussed along with information from Haseley Brook Action Group.

The Parish Council agreed that the latest proposals for housing in the area is good news. Development at Chalgrove airfield has been removed and Harrington is not included on the list of possible sites.

Resolved that, based on discussions, Cllr Wakeling will submit a response to the consultation on behalf of the Parish Council.

The Parish Council thanked Mr Barry Coward for reading through the latest JLP and producing his report for the Parish Council.

It was noted that the consultation period had been extended to 26th February 2024.

Community Infrastructure Levy (CIL)

It was noted that the District Council are in the process of identifying any anticipated Parish CIL monies that have been paid or are due to be paid between 30th September 2023 to 1st April 2024 that can be transferred to the parish by April 2024.

Little Milton Parish Council
Minutes of Council Meeting held on Wednesday 14th February 2024

As part of the process the Parish Council must discuss at a meeting before 31st March 2024 whether it wishes the District Council to retain CIL monies due on its behalf, as the usual practice is for the Parish share to be automatically transferred to the Parish Council.

It was noted that the Parish Council expects to receive £14,508.00 in CIL monies in April related to development at Milton House.

Resolved that CIL monies due are transferred to the Parish Council.

06/02/24 Report by District / County Councillor

County Councillor van Mierlo had given his apologies and circulated his monthly report.

District Councillor Geogina Heritage had circulated her report prior to the meeting. Cllr Heritage added that she had attended a meeting at which the new Joint Air Quality Action Plan (AQAP) was adopted. The Plan focusses on reducing traffic emissions. It was noted that while most areas across both districts have very good local air quality there are several hotspots (Air Quality Management Areas) which include Henley, Wallingford and Watlington.

South Oxfordshire District Council (SODC) are providing financial support for residents and businesses who were affected by flooding during storm Henk between 2nd and 12th January 2024. Cllr Horwell will publicise the information and link via social media.

07/02/24 Little Milton Village Shop

A joint meeting of representatives from the Village Shop, Village Hall and Parish Council has taken place. The latest financial projections for the shop look a little better than they did towards the end of last year, mostly due to improved turnover and a significantly lower projected wage bill. However, given the lower number of paid hours the need for volunteers to help with the shop is critical.

Solar panels on the village hall and shop, as a means to lower energy costs (which remain a large part of the shop's outgoings) is to be investigated, along with sources of grant funding. Future CIL monies could contribute towards the cost. The project will be approached in a collaborative way to ensure it is paid for optimally and within the governance structures of the three entities.

The format of the Annual Parish Meeting was discussed. It was felt the meeting could provide an ideal platform to canvas residents on what projects CIL monies could be spent and how to support the shop. Encouraging people to sign up to volunteer.

A provisional date of 4th May 2024 was proposed. The Clerk will seek clarification as to whether the Annual Parish Meeting can be held on a Saturday.



Little Milton Parish Council
Minutes of Council Meeting held on Wednesday 14th February 2024

08/02/24 A329 Speed and HGV Issues

New bollards have been installed on the pavement outside the school. Two at one end of the barrier and one at the other.

Speed Indicator Device Signage (SIDs)

A grant application submitted to SODC for two Speed Indicator Device Signs will be evaluated in March 2024.

Application to Oxfordshire County Council for a Weight Restriction

The online process to apply for a weight restriction is not finalised yet. Cllr van Mierlo will keep the parish council updated on progress.

Traffic Survey

The new traffic survey has taken place, results are expected soon.

Community Speed Watch

The parish council is now fully registered for Community Speed Watch. Cllrs van der Merwe and Horwell will work together over the coming weeks to add locations and coordinate volunteers.

09/02/24 Multi Use Games Area (MUGA)

Cllrs van der Merwe, Horwell, the Parish Clerk and Mr Paul Connolly met with the contractor on 24th January 2024 to discuss the refurbishment of the MUGA. The contractor suggested works may start mid spring / early summer.

Costs have risen by 15% from the original quotation. Total cost is £62.5k (originally £54k). Upgrading the surface to a longer lasting and superior synthetic surface was discussed. Upgrading both courts will increase the cost by approximately £4k. To stagger costs the upgraded surface could be applied to the football court and a tarmac surface laid on the tennis court first (which must be done anyway) and then provide a synthetic surface at a later date. The parish council will decide on how to proceed with the surfacing at a future meeting.

Cllr van der Merwe has provided an update to FCC (grant provider). FCC cannot increase the grant to take account of the inflation increase, however, they will allow a change request. This allows the Parish Council to ask them to consider the first items on the current schedule to a point where funds are spent. The Parish Council will then pay for the remainder of the items.

Repairs to the lights was discussed. The contractor has suggested the repairs / replacement take place before the MUGA refurbishment to avoid machinery and scaffolding going onto the new surface. The parish council has £1k in grant funding towards the work which must be spent by the end of March or returned to SODC. Cllr Harrison will contact SODC to see if the deadline can be extended. It was agreed to get a new quotation for work to the lights before making a final decision whether to proceed.

Cllrs Harrison and Horwell will meet on site to discuss the removal of two silver birch trees whose roots are impacting the surface of the MUGA. An outside tap will need to be installed against the village hall / shop for the MUGA works. Members of the Village Hall Committee do not anticipate this being a problem.

Little Milton Parish Council
Minutes of Council Meeting held on Wednesday 14th February 2024

10/02/24 Village Hall Defibrillator

The defibrillator cabinet outside the village hall is no longer suitable for outside use. Parts for the Defibsafe1 cabinet are limited and there is no indicator light to show when the temperature falls below freezing (at which point the 'stickiness' of the pads are affected). The proposal is to purchase a Defibsafe2 cabinet (similar to the cabinet at Morgans). The original cabinet can be kept for indoor use.

Resolved to purchase a Defibsafe2 lockable / unlockable cabinet at a cost of £420.00 excl. Vat with free delivery.

11/02/24 Finance

Approval of Council expenditure

Colourplus: February 2024 newsletter	£223.33
Raymond Fergusson: Month 11 2023-24, Editor	£82.50
Andrea Oughton: Month 11 2023-24, Clerk	£244.46
Francois van der Merwe (Microsoft Licences - Jan)	£18.24
BGG – Verges cut, 21 November 2023	£441.00
BGG – Hedge cut, Recreation Ground 12 January 2024	£780.00

Direct Debit

Intuit: Accounting software February 9 th – March 9th 2024	£16.80
---	--------

Bank reconciliations were available.

12/02/24 Reports from Councillor Representatives

Recreation Ground / Open Spaces

The cost of 2024 grass cutting has increased by 10%. **Resolved** that a new grass cutting contract with BGG is signed.

Resolved to purchase a water carrier to make watering the flowers in the planters and millennium flower beds manageable.

It has been established that OCC has no plans to clear the road drains in the near future. Costs for a Highways Approved Contractor to carry out the work were tabled. Further costs are to be obtained and an item put on the agenda for discussion at the next meeting.

A Senior Waste Management Executive has agreed that Biffa will clear the build up of material on the church side of Church Hill, between the traffic lights and the entrance to the Old Vicarage.

Concern has been raised regarding the broken parapet on the bridge over the stream at the end of Blenheim Lane. Cllr Harrison will contact the Highways team.



Little Milton Parish Council
Minutes of Council Meeting held on Wednesday 14th February 2024

Playground / Planning

Three quotations to replace the wooden fence around the playground, including the access gate were presented. A fourth quotation for materials only for a recycled plastic option (not including installation) was also presented. After discussion it was agreed to award the work to the company with the lowest quotation. **Resolved** to replace the wooden fencing at a cost of £5,750.00 excl. vat. Agreed to contact County Councillor van Mierlo to ask for grant funding towards the cost.

Village Shop & Hall

A project to refurbish the external wooden elements of the shop and hall will take place in the summer. It is proposed that the area currently accommodating the gent's toilets is repurposed to become a small meeting room. The area of the ladies' toilets will be reduced in size to make room for the new gent's toilets.

The village hall has a new website with an online booking system and a new domain name.

Highways

There have been a lot of comments on social media regarding the damaged street furniture on the built-out piece of road at the entrance to village. Cllr Sheppard will contact Highways to find out when the new signage and lights will be installed.

13/02/24 Correspondence

SODC are launching a new grant scheme, the Community Infrastructure Levy Grant Fund. Town and Parish Councils and not for profit community groups and organisations will be able to bid for between £75k to £250k for a wide range of infrastructure to support existing or planned future growth. It was agreed to submit an Expression of Interest to seek funding for the installation of solar panels on the Village Hall and Shop.

14/02/24 Exchange of Information

Nothing to report.

15/02/24 Date of Next Meeting

The next meeting will be held on Wednesday 13th March 2024, commencing at 7.30pm at Pine Lodge.

The meeting finished at 9.30pm

Signed by:

Chairman..........Date.....13/3/2024.....

