

# Great Milton Parish Council

Parish Clerk: Mr T Darch

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15<sup>th</sup> June 2022

To the Chairman and members of Great Milton Parish Council

Dear Councillor

I hereby give you notice that the next meeting of Great Milton Parish Council will be held at the Pavilion, Recreation Ground, Great Milton on Monday 20th June 2022.

**Public and Press are welcome to attend.**

Yours sincerely,



Tim Darch  
Clerk & Responsible Finance Officer to Great Milton Parish Council

## AGENDA

**84/22 Apologies for absence**

**85/22 Variation of order of business**

**86/22 Declarations of members' interests**  
To receive declarations of interest in matters on the Agenda.

**87/22 Matters to report**  
To receive reports from County and District Councillors and other bodies as appropriate.

**88/22 Correspondence and public discussion**

**89/22 Planning applications**  
A To consider the following planning applications received from SODC:  
P22/S1395/HH (1 Colletts Cottages Thame Road Great Milton). As amended by drwgn0 SIP 001 A received on 27/05/22. **This application is merely for a small amendment to access arrangements and will have no impact on neighbouring properties: as such the Parish Council will respond to SODC supporting the application and with a note to this effect.**

P22/S1895/FUL (The Bull The Green Great Milton). Erection of a wooden serving bar in the garden of the public house. **The Parish Council will not be commenting on this application, given the role of the Chair and Vice-Chair on the pub committee and the shareholder status of the majority of councillors. However, residents have been advised to submit their own views to SODC.**

P22/S2023/LB (The Priory Church Road Great Milton OX44 7PB). Replacement of dormer window frame. Replacement of render finish with tile hanging. **The position of the dormer window under consideration is such that it will impact no neighbouring properties: the Parish Council will respond to SODC supporting the application and with a note to this effect.**

P22/S1778/FUL (Grooms Farm Thame Road Wheatley OX33 1JP). Erection of a 17m x 26m Cruyff Court Multi-Use Gaming Area (MUGA) with associated works. **The location of the area under consideration for development is such that it will impact no neighbouring properties: the Parish Council will respond to SODC supporting the application and with a note to this effect.**

P22/S1948/FUL (Milton Pools Fishery Milton Common Great Milton Oxon). Retention of building used ancillary to fishery (shop/store). **The location of the area under consideration for development is such that it will impact no neighbouring properties: the Parish Council will respond to SODC supporting the application and with a note to this effect.**

P22/S2129/LB (The Old Stores The Green Great Milton OX44 7NT). Removal of mid/late C19 sash windows with plate glass to be replaced with new sash windows with original details and heritage 8mm vacuum sealed glazing to the front facade.

- B To review the following planning decisions received and any outstanding planning matters.  
P22/S1189/HH (7 Thame Road Great Milton OX44 7HY). Replacement of existing single storey rear extension with single storey rear extension. (as amended by plans received 22 April 2022 illustrating first floor window). Permission GRANTED.

To note that the amended planning application for development at Le Manoir Aux Quat'Saisons is currently understood to be being considered at SODC's Planning Committee on Weds 29<sup>th</sup> June. Invitations to attend will be sent to those who have commented 5 working days before the meeting. You must have made a written response to the original consultation on a planning application. All those who responded to the consultation will be sent a letter with more information about this before the meeting. If you did not respond to a consultation about a planning application on the agenda, you will not be able to speak to the committee.

If you want to speak, you must register with planning services by noon on the last working day before the meeting. Each category of speaker (parish council, objectors, supporters) is allowed a maximum of five minutes to address the committee. If several people register in a category, they have to share the time.

#### **90/22 Minutes of the previous meeting**

To approve the minutes of May's Annual Meeting of the Parish Council, held on Monday 16<sup>th</sup> May 2022, as a true and accurate record of proceedings.

#### **91/22 Financial resolutions**

- A To authorise and sign the following cheques for payment:  
Tim Darch. Salary, Tax and Expenses. £697.57  
McCracken and Sons. Mowing May. £492  
Jonathan Dudley. Bulletin production June. **£tbc**  
Shield Solutions. Dog bin emptying May. £62.40  
Website support February. £19.99 (paid by monthly Direct Debit)  
Oxfordshire Animal Sanctuary. £100 donation in lieu of internal auditor's fees.  
BT Office/e-mail package. £10.80 (paid by monthly Direct Debit)

- B To receive the monthly bank reconciliation, accounts and bank statement.

- C Internal Audit Report  
To receive the internal audit report from Matthew Hale, Internal Auditor.

- D Annual Governance and Accountability Return Part 3 for the year ending 31<sup>st</sup> March 2022.  
To approve and sign Section 1 (Annual Governance Statement) and subsequently Section 2 (Accounting Statements).

- E To announce the start of the Exercise of Public Rights period, during which the Parish Council's accounts can be freely examined. This period begins on Tuesday 21 June and concludes on Monday 1 August.

- F To review and approve the 2022 revision of the Parish Council's Risk Management document.

#### **92/22 Revised Councillors' Code of Conduct**

To review and discuss the revised Code of Conduct as notified by SODC's Monitoring Officer.

#### **93/22 Dispensation Policy**

To discuss the potential adoption of a dispensation policy.

#### **94/22 Employment Policies**

To review, consider and, if agreed, to adopt a range of employment policies including an Equal Opportunities policy.

#### **95/22 Parish clerk and councillors' update of matters in hand**

- A number of cars were 'keyed' on Lower End overnight on 30/31 May. The advice from Thames Valley Police is to report any damage to them so that a crime reference number can be allocated, which if nothing else will be required for an insurance claim. Anyone with any evidence from security or dashboard cameras is advised to contact TVP as this could be crucial in finding the perpetrator.

#### **96/22 COVID-19: update on village response/impacts**

There are no significant issues to report other than those which are receiving national coverage.

- 97/22 20mph zone**  
Great Milton is in the first 'tranche' of areas to be covered by the 20mph scheme. The indicative timing is that the 70 areas in the first tranche will be completed by the end of 2022. Officers are working out the most efficient way of rolling out the scheme based on the geography of the 70 areas, meaning that the order is as yet unknown.
- 98/22 Village gateway features**  
To discuss and approve proposals from Oxfordshire County Council for 'gateway' features at Lower End, Church Road (close to Neighbours' Hall) and Thame Road as a speed reduction measure.
- 99/22 Security in the village**  
To update on and discuss any security-related issues.
- 100/22 New Bus Service**  
The new daily, hourly bus service linking Le Manoir and Great Milton village with Wheatley, Horspath, Cowley, Florence Park and Oxford begins on **Monday 20<sup>th</sup> June 2022**. **Residents are urged to support the service to help to secure its long-term future**. The Parish Council once again wishes to thank Belmond/LMQS and the Oxford Bus Company for ensuring the restoration of regular public transport provision to Great Milton.
- 101/22 Vacancy for Clerk/RFO**  
Tim Darch, current Clerk/RFO to Great Milton Parish Council has resigned to pursue alternative employment. The post has been advertised locally: please contact Tim Darch by telephone on 01844 278347 or [contact@clerkgreatmilton.co.uk](mailto:contact@clerkgreatmilton.co.uk) if you are interested in applying.
- 102/22 Approval of documentation for Clerk/RFO recruitment process**  
To retrospectively approve the advertisement, application form and person and job specification for the Clerk/RFO vacancy.

***The next meeting of Great Milton Parish Council will be held on Monday 18<sup>th</sup> July 2022 at 7.30pm at the Pavilion.***