

**Little Milton Parish Council**  
**Minutes of Council Meeting held on Wednesday 11<sup>th</sup> June 2025**

**Present:** Cllrs Howard Harrison, Adam Sheppard, Francois van der Merwe

Mrs Andrea Oughton (Parish Clerk)

Members of the public: None

**Parish Forum**

No items were raised.

**01/06/25 Apologies for Absence**

Apologies for absence received from Cllrs Denby, Horwell and Wakeling.

**02/06/25 Declaration of any pecuniary interests of members**

There were no declarations of any pecuniary interests.

**03/06/25 Approval of Minutes**

**Resolved** to approve the minutes of the Annual Meeting of the Council held on 14<sup>th</sup> May 2025.

**Resolved** to approve the minutes of the Parish Council meeting held on 14<sup>th</sup> May 2025.

Noting of the draft minutes of the Annual Parish Meeting held on 14<sup>th</sup> May 2025 was deferred to a future meeting.

**04/06/25 Report by District / County Councillor**

County Cllr Edwards had given her apologies and submitted her monthly report.

District Cllr Heritage had given her apologies and submitted her monthly report.

**05/04/25 Planning**

There were no planning applications to discuss.

Cllr van der Merwe reported that he was due to with the chairmen of Great Milton and Great Haseley Parish Councils and a representative from La Manoir aux Quat'Saisons tomorrow to discuss a possible joint approach to plans for Haseley Trading Estate.

**06/06/25 Finance**

Approval of Council Expenditure

|                                                                                        |            |
|----------------------------------------------------------------------------------------|------------|
| Andrea Oughton (Clerk): Month 3 2025/26                                                | £255.45    |
| Raymond Fergusson (Editor): Month 3 2025/26                                            | £86.40     |
| M P Printers (June newsletter)                                                         | £308.00    |
| Clear Councils (Council Insurance 1 <sup>st</sup> June 2025–31 <sup>st</sup> May 2026) | £1854.96   |
| Energy My Way (Solar Panels – Village Shop)                                            | £15,735.02 |
| C Turner (Plants)                                                                      | £48.00     |
| Wheatley Farm Shop (plants, etc)                                                       | £41.99     |
| Hugo Fox Ltd (LM Village Community Website)                                            | £35.86     |
| BGG (Grass Cutting x 2 cuts)                                                           | £300.00    |

Direct Debit

|                                                                                         |        |
|-----------------------------------------------------------------------------------------|--------|
| Intuit: Accounting software June 9 <sup>th</sup> – July 9 <sup>th</sup> 2025            | £19.20 |
| Microsoft 365 Bus. Basic & Standard Accounts 1 <sup>st</sup> -31 <sup>st</sup> May 2025 | £18.24 |

Bank reconciliations circulated.

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The Internal Audit Report for 2024/25 was received. There were no issues that needed reporting, and the Internal Auditor had completed and signed the Annual Internal Audit Report 2024/25 on page 3 of the Annual Governance and Accountability Return 2024/25 – Form 3. The parish council extended its thanks to the Clerk at Drayton St Leonard Parish Council for carrying out the Internal Audit.

**External Audit / Annual Governance & Accountability Return (AGAR) 2024/25 Form 3**

The Clerk ask the Parish Council for their response to questions 1 to 9 of Section 1 – Annual Governance Statement 2024-25 on page

**Resolved** to answer yes to questions 1 to 9 of Section 1, Annual Governance Statement on page 4 of the AGAR.

The Financial Statements (unaudited) including the Balance Sheet as at 31<sup>st</sup> March 2025 and the Income and Expenditure account for year ended 31<sup>st</sup> March 2025 were received.

**Resolved** that Section 2, Accounting Statements 2024/25 on page 5 of the AGAR be approved.

The Notice of Public Rights will commence on Friday 13<sup>th</sup> June 2025 and finish on 24<sup>th</sup> July 2025. During this time members of the public have the right to view the parish council's accounts. In accordance with the Transparency Code financial information will be published on the council's website.

**07/06/25 Reports from Councillor Representatives**

Recreation Ground /Open Green Space

The grass on the green has been completely weeded, treated and mown in the last month. The verges were cut today. More plants have been purchased for the planters. Extra consideration is being given as to what flood mitigation equipment is best suited to the need before a final decision is made to purchase.

Cllr Horwell to contact Chiltern Sports Contractors to ask them what the plan is to repair the ruts on the recreation ground.

Utilities and Highways

Information has been received from Oxfordshire County Council on changes to the reporting criteria for Super Users of Fix My Street.

Cllr Sheppard will confirm the location of the proposed Speed Indicator Device (SID) with Highways and cost of installation. Cllr Sheppard to circulate details of the cost of installation and purchase price for the SID

**08/06/25 Correspondence**

It was noted that the AED at the Village Hall had been taken to use in an emergency. Kate Daunt has volunteered to collect the AED from South Central Ambulance Centre in Oxford. The Parish Council formally expressed their thanks to Kate Daunt and Teresa Quested for their continued monitoring of the village AEDs ensuring the equipment is up to date and ready for use in an emergency.



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09/06/25 **Exchange of Information**  
Nothing to report.

14/04/24 **Date of Next Meeting**  
The next Parish Council Meeting will be held on Wednesday 9<sup>th</sup> July 2025, commencing at 7.30pm at Pine Lodge. Apologies noted from Cllrs Sheppard and van der Merwe.

The meeting finished at 8.30pm

Signed by:

Chairman..........Date.....21 Jul 2025.....



