

Great Milton Parish Council

Parish Clerk: Mr T Darch

Email: contact@clerkgreatmilton.co.uk

Website: www.great-milton.co.uk

**Minutes of the Meeting of Great Milton Parish Council
held on Monday 16th April 2018 at 8.15pm in the Pavilion.**

Present: Cllrs. S Harrod (Chairman), P Allen, G Harris and G Bennet.

In Attendance: Tim Darch (Clerk), no members of the public.

45/18 Apologies for Absence

Apologies were received in advance from Cllrs W Fox, C Deacon and P Fewell.

46/18 Variation of order of business

Business was conducted as per the agenda.

47/18 Declarations of Members' Interest (if any)

No declarations of interest were made in respect of matters on the Agenda.

48/18 Matters to Report

Monthly reports from the County Council and the District Council were received and circulated.

49/18 Minutes of the previous meeting

The minutes of the Parish Council meeting held on Monday 19th March were signed and approved as an accurate record.

50/18 Correspondence and Public Discussion

No correspondence has been received since the last meeting, and no public discussion was necessary.

51/18 Planning Applications

A To give consideration to the following planning applications received from SODC: P18/S0792/A (Proposed signage, The Oxford Belfry Hotel London Road Milton Common OX9 2JW). The Parish Council RESOLVED that it had NO OBJECTIONS to this application.

P18/S0958/RM. Approval for Reserved matters (Access, Layout, Scale, Appearance and landscaping) pursuant to outline application (P17/S4227/O) for the erection of up to eight dwellings with associated access, parking and amenity space (Land on the South Side of London Road Adjacent to Great Expectations, Milton Common). The Parish Council RESOLVED that it had NO OBJECTIONS to this application.

B To review the following planning decisions received and any outstanding planning matters:

P18/S0273/HH: New detached garage (as amended by plan received 3rd March 2018): 5-6 Prioory Bank Church Road Great Milton OX44 7PA. Planning permission is granted by SODC for the above works.

P16/S4256/LB (Hayesmoor Farm Lower End Great Milton OX44 7NL). Replace the roof, due to water ingress, rotten timbers, rotten windows and no insulation.
APPLICATION WITHDRAWN.



52/18 Financial Resolutions

- A The following cheques were authorised for payment:
Timothy Darch. Salary, Tax and Expenses. £416.49
Jonathan Dudley. Bulletin production, March and April. £240.40 and £269.20
Information Commissioner's Office subscription: £35
Recreation ground insurance premium: £939.45
SODC dog hygiene: £60.80
OCVA GDPR course: £85
- B The Parish Council RESOLVED to approve the final bank reconciliation and accounts for 2017-18. The final reconciled bank balance as of 31 March 2018 was £19,660.88.
- C The Parish Council RESOLVED to approve the Council's draft Standing Orders (April 2018).
- D The Parish Council RESOLVED to approve the Council's Financial Regulations (April 2018) based upon NALC's Model Financial Regulations but with the following amendment:
When it is to enter into a contract of less than £10,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below £1,000 £3,000 and above £250 the Clerk or RFO shall seek to obtain 3 estimates. Otherwise, Regulation 10 (3) above shall apply.
- E The Parish Council RESOLVED to approve the proposed dates for Great Milton Parish Council's internal/external audit activities:
- Internal Audit (Commenced April 2018)
 - Date of meeting to approve AGAR return (18 June)
 - Exercise of public rights – start and end date (4 June to 13 July 2018)
 - Accounts must be approved and published/required info displayed on website by 2 July
 - Relevant part of AGAR must be with Moore Stephens by 30 June (if submitting Part 2) or 10 July (if submitting Part 3).

53/18 Requests for funding

A contribution of at least £500 was proposed at the February 2018 meeting (as minuted at Item 22/18) in response to the Maple Tree Children's Centre's request for funding for the 2018-19 financial year. It was RESOLVED to approve a contribution of £500, a cheque for which will be written at the May meeting of the Parish Council.

54/18 Parish Clerk and Councillors' update of matters in hand

- Verge cutting for the 2018/19 growing season was scheduled to commence w/c 9 April.
- OCC is formally considering the Parish Council's proposal for fencing off an area of highway land at Milton Common and will submit a costing in due course.
- The village litter-pick was very well-attended, very successful and yielded a record amount of litter. Thanks to all who participated in some way. It has been suggested that a further litter-pick should take place in the Autumn: additionally it was reported that a nationwide plastic picking initiative is planned for May 11-13: the Parish Council will publicise this as best it can.

55/18 General Data Protection Regulations

The Clerk is attending a further GDPR course shortly. A data audit is under way and the Clerk will circulate a draft compliance strategy to the Parish Council shortly. The



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Parish Council is re-registering with the Information Commissioner's Office, its membership apparently having lapsed some time ago.

56/18 Great Milton Bulletin: potential changes to format

52 opt-in forms for paper copies have been received so far. The Chairman observed that this number seems on the low side given anecdotal evidence of enthusiasm for continuation of full paper distribution. The deadline for response will be extended by another month and the form reprinted in the Bulletin to give a further opportunity to reply.

57/18 Telephone box: potential adoption

The process of adoption has begun, though SODC must be consulted by BT, a process which takes up to 90 days. The Parish Council wishes to place on record its thanks to Bob Hutton for kindly offering to take on maintenance of the telephone box once ownership is taken.


58/18 Great Milton School: land for new modular classroom

Cllr Bill Fox reported in advance of the meeting that the Heads of Terms on the school classroom lease are all now agreed but the Parish Council is yet to hear that the County have formally instructed their in-house legal function to proceed.

The meeting closed at 8.45pm

The next meeting of Great Milton Parish Council will be held on Monday 21st May 2018 starting at 7.45pm in The Pavilion, preceded by the Annual Meeting of the Parish Council at 7.30pm.

SIGNED

 21.5.18

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Minutes of Great Milton Parish Council's Annual Parish Meeting, held on Monday 16th April 2018 at 7.30pm in the Pavilion.

Present: Cllrs. S Harrod (Chair and District Councillor), P Allen, G Harris and G Bennet.

In Attendance: Mr Tim Darch (Clerk), 6 members of the public.

59/18 Apologies for Absence

Apologies were received in advance from Cllrs W Fox, Cllr C Deacon and P Fewell.

60/18 No resolutions were discussed at this meeting.

61/18 Annual Report of the Parish Council

The annual report of the Parish Council was received from Cllr Steve Harrod, Chairman of the Parish Council.

See Appendix 66/18.

In response to the Annual Report, Charles Peers expressed concern that two significant potholes on the A329 hadn't been repaired, while two nearby had. Concerns about the route of the Expressway were reported: Cllr Harrod explained that consultation would take place on the precise route after a broad preferred corridor is identified, which is allowed by the current legislation. An announcement is expected towards the end of the summer.

Pat Cox reported that The Green requires attention to prevent erosion by traffic mounting the edges to pass parked vehicles. Cllr Harrod suggested that one option would be to accept the issue and narrow the grassed area slightly to create more room for vehicles to pass. This would need input from OCC as the highway authority: the Parish Council is aware of the issue and will look at this in the coming months.

62/18 Parish Council Accounts for the Year ended 31st March 2018.

The Parish Council Accounts for the Year ended 31st March 2018 were received from the Clerk/Responsible Financial Officer (Mr Tim Darch).

See Appendix 66/18.

63/18 Parish Council observations on its finances

The Clerk/Responsible Financial Officer (Mr Tim Darch) presented a paper outlining the Parish Council's observations on its finances for the year 2017-18.

See Appendix 66/18.

64/18 Annual Report and Financial Statements from:

a) Great Milton Recreation Ground Management Committee

The annual report and financial statement were received from the Great Milton Recreation Ground Management Committee

See Appendix 66/18.

The issue of rubbish left on the Recreation Ground after football matches was raised by Ian Melton following the receipt of the report. This will be raised with the Recreation Ground Management Committee.



- b) **The Hard Surface Play Area Committee**
A financial statement was received from the Hard Surface Play Area Committee. Jon Devitt and Ant Reeve from the HSPA Committee addressed the meeting. All committee members no longer have children at the school: as a result they are unlikely to be able to continue on the committee. New committee members will be sought, possibly via advertisement in the Bulletin. Jon Devitt also stated that the school governors should in fact be responsible for management of the hard surface: the changes to the school leases resulting from the planned new building also have a bearing on the situation. Cllr Steve Harrod suggested that the Committee writes to the school and discusses the matter of the leases with Cllr Bill Fox, who is handling the school lease issue on behalf of the Parish Council.
See Appendix 66/18.
- c) **Old Field Charity**
The annual report and financial statement were received from the Old Field Charity.
See Appendix 66/18.
- d) **Kent and Couling Charity**
No representative of the Kent and Couling Charity was able to attend the meeting: however Rev. Simon Cronk submitted a brief statement on the activities of the Charity which is included at Appendix 66/18. No annual report or financial statement was received.
- e) **Sheppard Charitable Trust**
The annual report and financial statement were received from the Sheppard Charitable Trust.
See Appendix 66/18.

65/18 To receive observations from the County and District Councillor

The County Councillor's observations were largely covered in the Parish Council report. Cllr Steve Harrod further stressed that the Chalgrove and Harrington sites are likely to be significant local issues in the coming months. The current iteration of the Local Plan is likely to be rejected by the Planning Inspectorate if Chalgrove is included, as there is little clear evidence of sustainability and deliverability. The Plan is therefore likely to be revisited with revised sites included: this needs to happen quickly as it needs to be in place towards the end of the year. There is little support for Harrington, which has similar issues. Its location appears advantageous, but actually being next to the M40 will help to make it a dormitory town for London rather than a development to benefit Oxfordshire residents.

The District Councillor's observations were as follows:

Jane Murphy has been elected as the new leader of the Conservative Group on SODC. At the Council meeting this week she will be elected as the new Leader of the Council succeeding John Cotton.

I think this is a Good Thing. Although she was Deputy under John Cotton until about a month ago, she does hold some distinctly different views from him - notably on Chalgrove - and I would expect her to work collaboratively with Council colleagues and other neighbouring councils (including OCC). All of which should be good for residents and employers in our patch.

One of the biggest - and most immediate - issues for Jane's new team is to sort out the



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Local Plan. I believe that both Chalgrove and Harrington would be poor sites for strategic development; and that the proposed developments at Grenoble Road and Wick Farm, for example, whilst having their own complexities, are far better locations given their proximity to Oxford and the lighter infrastructure needs associated with them. I will be making this case strongly to the new administration.

The meeting closed at 8.15pm.

The next meeting of Great Milton Parish Council will be held on Monday 21st May 2018 starting at 7.45pm in The Pavilion, preceded by the Annual Meeting of the Parish Council at 7.30pm.

Signed:

A handwritten signature in black ink, appearing to read 'S. Darch', written over a horizontal line.

21.5.18