

# Great Milton Parish Council

Parish Clerk: Mr T Darch

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13<sup>th</sup> April 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 Tuesday 19<sup>th</sup> April 2022, immediately following the Annual Parish Meeting which begins at 7.30pm.

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

Yours sincerely,



Tim Darch

Clerk & Responsible Finance Officer to Great Milton Parish Council

## **AGENDA**

**54/22 Apologies for absence**

**55/22 Variation of order of business**

**56/22 Declarations of members' interests**

To receive declarations of interest in matters on the Agenda.

**57/22 Matters to report**

To receive reports from County and District Councillors and other bodies as appropriate.

**58/22 Correspondence and public discussion**

**59/22 Planning applications**

A To consider the following planning applications received from SODC:  
P22/S1189/HH (7 Thame Road, Great Milton). Replacement of existing single storey rear extension with single storey rear extension.

B To review the following planning decisions received and any outstanding planning matters.  
P21/S4878/HH, for development work at the following location: The Old Stable Yard Thame Road Great Milton. Stable buildings and concrete apron to front comprising three stables, tack room and store. Application APPROVED.

**60/22 Minutes of the previous meeting**

To approve the minutes of the January meeting of the Parish Council, held on Monday 21<sup>st</sup> March 2022, as a true and accurate record of proceedings.

**61/22 Financial resolutions**

A To authorise and sign the following cheques for payment:  
Tim Darch. Salary, Tax and Expenses. £557.72  
Jonathan Dudley. Bulletin production April. £tbc  
Shield Solutions. Dog bin emptying February. £62.40  
Maple Tree annual grant. £500  
Three Villages car scheme insurance. £115  
SODC, Return of councillor Covid funding. £500.  
Website support February. £19.99 (paid by monthly Direct Debit)  
BT Office/e-mail package. £10.80 (paid by monthly Direct Debit)

- B To receive the final bank reconciliation, accounts and bank statement for the financial year 2021-22.
- C To note that given income of more than £25,000 in the financial year 2021-22, the Parish Council will be required to submit accounts for a limited assurance review.
- D To review and agree the proposed dates for Great Milton Parish Council's internal/external audit activities:
- Internal Audit (commenced April 2022)
  - Parish Council to receive Internal Audit report (May 2022: TO BE CONFIRMED)
  - AGAR return to be approved and signed (May 2022: TO BE CONFIRMED)
  - AGAR return and associated information submitted to External Auditor by June 30<sup>th</sup> 2022.
  - Exercise of public rights – 30 working days in June and July: DATES TO BE CONFIRMED
  - Accounts to be approved and published/required info displayed on website by June 30<sup>th</sup> 2022.
  - Receipt of External Auditor's response and Notice of Completion: August 2022
- E To note the submission of the Parish Council's VAT reclaim for the year 2021-22, for the sum of £4313.00.
- F To update the Parish Council's Fixed Asset Register to include litter-picking equipment purchased in May 2021.

**62/22 Parish clerk and councillors' update of matters in hand**

- The vehicle-activated signs have now been installed and are in use in Milton Common.
- The recent tree inspection revealed no significant issues, but several trees require routine maintenance. This will be arranged to take place as soon as possible.

**63/22 COVID-19: update on village response/impacts**

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

**64/22 20mph zone**

There are no further developments to report on progress towards a 20mph zone.

**65/22 Security in the village**

To update on and discuss any security-related issues. A reminder that members of the Community Policing Team will be in attendance at **the Pavilion on Saturday 23 April and Saturday 16 July (1000-1400)** to meet residents, provide advice and respond to concerns. There will also be a Neighbourhood Watch gazebo at the Church Fete on Saturday 11<sup>th</sup> June.

**66/22 Queen's Platinum Jubilee celebrations**

To update on any evolving plans or suggestions for ways to mark the Queen's Platinum Jubilee on the long weekend from Thursday 2<sup>nd</sup> to Sunday 5<sup>th</sup> June.

***The next meeting will be the Annual Meeting of Great Milton Parish Council, to be held on Monday 16<sup>th</sup> May 2022 at 7.30pm at the Pavilion.***