

Great Milton Parish Council

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Minutes of the meeting of Great Milton Parish Council

held at the Pavilion, Great Milton on Monday 20th June 2022 at 7.30pm.

Present: Cllrs S Harrod (Chair), W Fox (Vice-Chair), P Allen, G Bennet, D Harms and M Horsley.

In Attendance: Tim Darch (Clerk) and 1 member of the public.

84/22 Apologies for absence

Apologies were received in advance from Cllr C Deacon, Cllr Freddie Van Mierlo (OCC) and Cllr Caroline Newton (SODC).

85/22 Variation of order of business

Discussion of Item 99/22 was brought forward for the convenience of those present.

86/22 Declarations of members' interests

No declarations of interest were received in matters on the agenda, given the council's decision not to comment on the planning application affecting The Bull public house.

87/22 Matters to report

The County Councillor's monthly report was received and reviewed, and is available on the Parish Council website. No report had been received from the District Councillor at the time of the meeting.

88/22 Correspondence and public discussion

No correspondence has been received in matters not otherwise covered on the agenda.

89/22 Planning applications

A

The following planning applications received from SODC were considered:
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 other than those owned and operated by the applicant: 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.

Councillor Harms reviewed this application. Local consultation revealed no objections to the proposed development and as such the Parish Council agreed to support the application.

- B The following planning decisions received and outstanding planning matters were considered: 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 29th June. Invitations to attend will be sent to those who have commented 5 working days before the meeting. You must have already made a comment in response to the 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. The planning officer's recommendation is to **grant** permission for the development.

90/22 Minutes of the previous meeting

The minutes of May's Annual Meeting of the Parish Council, held on Monday 16th May 2022, were received, reviewed, agreed and signed as a true and accurate record of proceedings.

91/22 Financial resolutions

- A The following cheques for payment were authorised and signed:

Tim Darch. Salary, Tax and Expenses. £697.57
McCracken and Sons. Mowing May. £492
Jonathan Dudley. Bulletin production June. £427
Shield Solutions. Dog bin emptying May. £62.40
Oxfordshire Animal Sanctuary. Donation in lieu of internal auditor's fees. £100
Website support February. £19.99 (paid by monthly Direct Debit)
BT Office/e-mail package. £10.80 (paid by monthly Direct Debit)

- B The monthly bank reconciliation, accounts and bank statement were received, reviewed and approved. The reconciled bank balance as at 13th June was £45,422.20.

- C The internal audit report and signed Internal Audit Certificate were received from Matthew Hale, Internal Auditor. The report raised no issues or items of concern and the Clerk was thanked for his contribution to a clean financial bill of health.

- D Annual Governance and Accountability Return Part 2 for the year ending 31st March 2022. Section 1 (Annual Governance Statement) and subsequently Section 2 (Accounting Statements) were received and approved by the Parish Council, and the documents signed by the chairman of the meeting and the Parish Clerk/RFO as required.

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

- F The 2022 revision of the Parish Council's Risk Management document was reviewed and approved.

92/22 Revised Councillors' Code of Conduct

The revised Code of Conduct as recommended by SODC's Monitoring Officer was reviewed and considered. After discussion it was AGREED to adopt the revised Code, and for Cllrs Harrod and Fox to submit revised Declarations of Interest given their shareholdings in and non-executive directorships of the Great Milton Community Pub Limited.

93/22 Dispensation Policy

The potential adoption of a dispensation policy (enabling councillors with a declarable interest to participate in the discussion of matters relating to those interests) was discussed. It was agreed that a dispensation policy was not necessary at the present time, and that such a policy would therefore not be adopted.

94/22 Employment Policies

A range of employment policies were considered for potential adoption, as follows:

- Equal Opportunities policy
- Pensions policy
- Sickness Absence policy
- Health and Safety policy
- Disciplinary and grievance procedure

Further discussion of this item was deferred until the July meeting to enable additional consideration by councillors.

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

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 were discussed. After discussion it was AGREED to advise Oxfordshire County Council to proceed with initial design work.

99/22 Security in the village

Great Milton village is now an 'official' Neighbourhood Watch village, affiliated with the Oxfordshire South and Vale and national schemes. New signs will be erected around the village to create awareness. Please contact Rod Snowdon (details in The Bulletin) if you would like to sign up for the Neighbourhood Watch scheme and/or WhatsApp group and to receive a window sticker.

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 20th 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 Belmont/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 if you are interested in applying.

102/22 Approval of documentation for Clerk/RFO recruitment process

The advertisement, application form and person and job specification for the Clerk/RFO vacancy were reviewed and retrospectively approved.

The meeting concluded at 8.25pm.

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