

GREAT MILTON PARISH COUNCIL

Minutes of the Great Milton Parish Council Meeting held on Monday 13th July 2009 at 7.30pm in the Pavilion.

Present: Mr Stephen Harrod (Vice Chairman), Mr Phil Ashworth, Mr Doug Colley, Mr Peter Fewell, Mrs Christine Pepperell

In Attendance: Michele Block (Clerk)
Pat Cox (Bulletin Reporter)
5 members of the public

60/09 **Apologies for Absence**

Ken Rogers
Ian Bradley
John Nowell-Smith (District Councillor)
David Turner (County Councillor)

61/09 **Register of Interests for this Meeting**

None

62/09 **Minutes of the Previous Meeting held on Monday 8th June 2009**

Action:

The minutes of the previous meeting were confirmed as a true and accurate record. This was proposed by Phil Ashworth, seconded by Christine Pepperell and agreed upon unanimously.

63/09 **Matters arising from the meeting held on Monday 8th June 2009**

A **Boundary Potts Close/Backlands**

Stephen Harrod (SH) reported that he had attended a meeting between Richard Keal and Steve Lynch, Development Director at SOHA, to endeavour to sort out the boundary issues at Potts Close and Backlands. Both parties aired their views, and Steve Lynch confirmed that he would let SH have a list of grievances for the Parish Council. However, to date, SH has heard nothing, therefore this matter will be carried over until September's meeting. SH to chase Steve Lynch regarding this matter.

SH

B **Recreation Ground Access**

SH confirmed that he had now received three quotes for the resurfacing of the Recreation Ground access. The quotes ranged from £3,700 to £6,300, although they were not all comparable as some were for a single layer of bitumen macadam, and others for two layers. All Councillors present agreed that the PC should go with a double layer, as a single layer would just break up. SH stated that there was not much difference in price between the top two quotes, and that he would recommend using Spadeoak, as John Lewis had done the rest of

the Recreation Ground Driveway. SH confirmed that he would try to contact Ken to see if anything can be progressed before the September meeting. However, he thought the next process would be seeking funding from various bodies, and this may involve other parties, such as the Recreation Ground Management Committee etc.

Action:

SH

C Temporary VAS in Great Milton/20mph Speed Limit

At June's meeting, it was agreed that a decision on the temporary VAS would be postponed until Ken Rogers (KR) had met with Peter Ronald of Oxfordshire Highways to discuss both the problems in the Forties and whether Great Milton could be considered for a 20mph speed limit. Unfortunately, at present, no meeting had been confirmed by either David Turner or Peter Ronald, therefore this subject will be carried forward to September. The Clerk agreed to liaise with David Turner to set up a date for the meeting.

MB/JB

D Clerk/RFO Vacancy

SH welcomed Jo Botha (JB) to the meeting. JB was selected by KR and SH to take over the role of Clerk/RFO with effect from mid August. The Clerk and Councillors welcomed JB, and Peter Fewell formally proposed that JB be offered the position of Clerk/RFO, this was seconded by Phil Ashworth and agreed upon unanimously. The outgoing Clerk confirmed that a formal handover would start next week.

MB/JB

E Old Field Drainage Ditch

Doug Colley (DC) gave a brief outline of the current situation regarding the drainage ditches in and around Old Field.

Some weeks ago, KR had a meeting with the Read family, who farm the field adjacent to Old Field and established that the Reads would like to clear out the existing ditch, which is housed in Old Field to stop their field flooding. They have agreed to put the excess spoil in their own field. The Read Family approached the Old Field Committee (OFC), and in response the OFC wrote to the Parish Council. The letter stated that the OFC has no objection to Mr Read's request provided that GMPC accepts responsibility for the outflow from the reinstated ditch of any excess water when it reaches Thame Road, and that the footpath in Old Field is not damaged or obstructed whilst the work is being carried out.

DC added that the footpath is very boggy in Old Field and that reinstating the ditch will only assist this. The main problem the Parish Council has is locating the pipe that takes the water under the road and away from Old Field. Les Preston is adamant that it is there, but no one knows its exact location. Phil Ashworth (PA) informed the meeting that Andrew Meynell has offered to use his dowsing rods to try to locate the pipe. Councillors definitely felt that this was worth a try, especially as Oxfordshire Highways do not appear to have any plans showing pipe locations. PA agreed to speak to Andrew Meynell.

PA

DC agreed to contact Niki Patrick (Chairman OFC) and confirm that the OFC is OK with the Read family clearing out both the ditch, and the nettle patch in the corner near the gate, which houses a warren of rabbits, which are also destroying the Read's crops.

Action:

DC

SH then asked the Clerk to chase Oxfordshire Highways (OH) to clear out the pipe that leads from the corner of Old Field on Thame Road opposite Orpwoods Cottage, which is already exposed. He also asked if the Clerk could enquire about the pipe from the Old Field gateway, to see if OH know where it is located.

MB/JB

F Yew Tree Cottage – Proposed New Driveway

Prior to the meeting, SH had circulated a letter to Councillors, that had been sent from the Parish Council to Mr & Mrs Richards at Yew Tree Cottage. The Richards are not happy with the 'Grasscrete' blocks suggested by the Parish Council, however, the PC wish to keep the grass effect along the length of the Common Land, rather than having a solid driveway. Therefore, SH has suggested a Grasscrete website, which has alternative products that do the same job. SH informed the meeting that he is waiting for the Richards to reach a decision on which product they wish to use.

SH

64/09 Correspondence and Public Discussion

A Footpath between Fullers Field and The Recreation Ground

Several residents from Fullers Field attended the meeting to complain that the path to the rear of their houses in Fullers Field is overgrown with brambles and bushes, and that their houses are being made dark by overhanging branches from the Beech Tree in the Recreation Ground. The residents have spoken with SOHA, who have trimmed small sections of the path, however, the problem still remains, and the Beech tree's branches are now banging on sheds and fences, and doing damage.

SH confirmed that Councillors would inspect the area immediately after the meeting. He also asked the Clerk to establish whose responsibility it was to cut back and maintain the offending hedges and trees. The Clerk agreed to investigate and report back.

MB/JB

65/09 Planning Applications

Great Milton Parish Council considers that the following application for a Lawful Development Certificate should be issued by South Oxfordshire District Council

**A Tanners Cottage, High Street, Great Milton. P09/W0560/LD
Use of garage/annexe as independent dwelling.**

Comment: The Parish Council has no objection provided that the "independent dwelling" remains part of the overall property that makes up Tanners Cottage.

66/09 **Financial Resolutions**

Action:

- A The following payments were agreed; proposed by Doug Colley, seconded by Christine Pepperell and agreed upon unanimously

Michele Block. Clerk's Salary – (June & July) £303.43 & £303.43
Jonathan Dudley. Bulletin Production (July) - £239.10
Manny Stone. Editorial Services (July) - £50.00
Enterprise. Rec Grd Grass Cut (May/June) - £174.95
Windmill Landscapes. Verge Grass Cutting (June) - £429.42
Thames Water. Allotment Water Supply - £12.08
CPRE. Annual Subscription - £29.00
Les Preston. Tree Pruning & Restoring Grass Verge - £127.50*
Michele Block. Expenses - £85.17

MB

* With regard to the damaged grass verge opposite the school, PA offered to put a notice up in the shop window, asking for any witnesses who saw the offending vehicle drive over the verge, to come forward and report the matter. Councillors agreed this would be a good idea.

PA

- B **Annual Return for Year-Ending 31st March 2008 – Internal Audit Report**

The Clerk read out the Internal Audit report prepared by Andrew Subramaniam, which stated that the correct internal controls were being undertaken for a Council of this size and that these controls were working effectively. Peter Fewell proposed that this report be approved and accepted by the Parish Council, this was seconded by Phil Ashworth and agreed upon unanimously.

The Clerk confirmed that she would ensure that the Annual Return and enclosures were double checked and then send the paperwork off to BDO Stoy Hayward LLP in time for the External Audit, which is scheduled for the 24th July 2009.

MB

- C **Quarterly bank reconciliation and analysis of actual receipts/payments vs budget**

The Clerk circulated the first quarter's bank reconciliation and accounts. These were reviewed by Councillors and it was proposed by Doug Colley that they be approved, this was seconded by Peter Fewell and agreed upon unanimously.

- D **New Signatories for Parish Council Bank Accounts**

The Clerk stated that the Parish Council needed to review the Bank Signatories for the Parish Council bank accounts. It was agreed by all Councillors present that Ken Rogers and Stephen Harrod should remain as signatories, with the addition of Peter Fewell. The outgoing Clerk/RFO confirmed that she will hand over total control of the bank accounts to Jo Botha (JB) over the coming weeks, and JB will also become a signatory. Richard Pearce and the outgoing Clerk who have both recently resigned will be removed as signatories. The Clerk confirmed that she would organise the necessary paperwork.

MB

67/09 **Items for Discussion**

Action:

A Thame & District Citizens Advice Bureau AGM

The Clerk confirmed that the Thame & District CAB AGM was to take place on Tuesday 28th July 2009 at 7pm, at Lord Williams Lower School, Towersey Road, Thame.

B Red Telephone Kiosk

The Clerk had recently received a rebate from British Telecom for £230 in respect of the first year's sponsorship of the red telephone kiosk and payphone outside the Post Office. The original invoice for the year was £500 + VAT.

The Clerk had already received £250 in local sponsorship from Greenford and was promised a further £250 from Revival to cover the total cost of the first year's (original) subscription. The Clerk had circulated an email to both companies explaining the situation and had asked how they wished to handle the situation. Bob Hutton from Greenford asked for the Parish Council to decide how to spend the money, whilst the Clerk was still waiting to hear from Graham Orriss from Revival. The Clerk confirmed that she would update Councillors when she hears back from Revival.

MB/JB

C Fireworks

Phil Ashworth asked Councillors if, like him, they felt that people who have late night firework displays in the village should give prior notice to neighbours etc. PA felt that a simple courtesy notice in the Post Office or Bulletin would suffice. Pat Cox agreed to write an article on the matter in her Bulletin notes.

PC

D M40 CEG Questionnaires

Christine Pepperell stated that residents living alongside the M40 at Milton Common were extremely pleased to be included on the circulation of the M40 CEG questionnaires.

E Pegswell Lane

SH confirmed that he had now received two quotes for rebuilding the wall in Pegswell Lane and was just awaiting the third. The deadline for the Trust for Oxfordshire's Environment (TOE) grant applications is the 30th July, which hopefully he will make. However, if this deadline is missed there is another grant deadline in October. SH to keep Councillors updated on this matter.

SH

F Chilworth Lane Potholes

SH asked if the Clerk could contact Oxfordshire Highways regarding the serious potholes in Chilworth Lane along the stretch of Green Hitchings facing the lane. The Clerk confirmed that she would request them to be filled.

MB/JB

G **Formal Thanks to the Outgoing Clerk**

SH formally thanked the outgoing Clerk, on behalf of all Councillors,
for all her hard work and help over the past six years.

68/09 **Any Other Business**

The meeting closed at 8.20pm.

The next Parish Council meeting will be held on **Monday 14th September 2009**
at 7.30pm in the Pavilion.

Signed: _____

Date: _____