

# Great Milton Parish Council

[www.greatmilton.org.uk](http://www.greatmilton.org.uk)

c/o Joanna Botha, 01844 338150, [clerk@greatmilton.org.uk](mailto:clerk@greatmilton.org.uk)

7 Kings Close, Worminghall, Aylesbury, Bucks, HP18 9JW

Minutes of the Great Milton Parish Council meeting held on **Monday 14<sup>th</sup> June 2010**  
at **7.30pm** in the **Pavilion**.

Present: Cllrs Mr. Stephen Harrod (Chair), Mr. Ken Rogers (Vice-Chair), Mr. Phil Ashworth, Mr. Doug Colley, Mr. Peter Fewell and Mrs. Christine Pepperell.

In Attendance: Joanna Botha (Clerk)  
John Nowell-Smith (District Councillor)  
5 members of the public were present

**69/10 Apologies for Absence** **Action:**  
David Turner (County Councillor) and Cllr. Ian Bradley were both out of the country.

**70/10 Register of Interests for this Meeting**  
Ken Rogers (KR) lives opposite Brook Bank and so declared a prejudicial interest. It was agreed that he would not take part in this discussion but would remain present.

**71/10 Minutes of the Previous Meeting**  
It was noted that KR's initials had been mistakenly recorded as KC. This was amended and otherwise the minutes of the Annual Parish Council Meeting held Monday 10<sup>th</sup> May 2010 were confirmed as a true and accurate record. This was proposed by PF seconded by KR and agreed upon unanimously.

**72/10 Matters to Report**  
The meeting received a brief progress report from the Clerk (attached as an Appendix). The Clerk also delivered a report on behalf of David Turner (DT):

The County Council has warned of a bogus Trading Standards Officer cold calling on businesses, of a bogus representative claiming to be from the Office of Fair Trading and able to reclaim bank charges, and of fraudulent ticket sales  
[www.oxfordshire.gov.uk/latestscams](http://www.oxfordshire.gov.uk/latestscams)

Oxfordshire County Council (OCC) and South Oxfordshire District Council (SODC) are offering a £99 home insulation deal. [www.cocoonyourhome.co.uk](http://www.cocoonyourhome.co.uk)

The County Council's heritage and history services will have a presence at Cowley Centre throughout June for people to research local history.

John Nowell-Smith reported that the Core Strategy for planning in South Oxfordshire has been withdrawn in order to await planning direction from the new government.

Phil Ashworth (PA) reported on the recent site meeting at the junction of Church Road / A329 with DT and Malcolm Bowler from Highways. The 50 mph limit precludes the use of double white lines and sight lines are in proportion with the road size. However, vegetation will be cut back to open up the view towards Little Milton. Signing will be changed so that horse-crossing sign and left turn sign will be replaced

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with high visibility signs, the single line in the middle of the road will be made wider, SLOW will be painted on the road and possible use of 'red' tarmac.

PA reported on the recent Parish Plan meeting on Ian Bradley's behalf. The Steering Group discussed transport policies for village, and has a sub-group looking at the renewal of the bus service contract.

## 73/10 Correspondence and Public Discussion

- A A letter had been received from the Strategic Director of SODC regarding the postponement of the Local Development Framework core strategy due to imminent changes to the planning system by the new Government.
- B The Rural Services Network, a new information service, has offered free membership to the Parish Council.
- C Councillors are invited to respond to stage 5 of the Local Transport Plan Consultation by June 20<sup>th</sup>. An online link was circulated in advance of the meeting.

All

## 74/10 Planning Applications

### A Great Milton Parish Council considered the following planning applications:

#### Great Milton Parish Council had NO STRONG VIEWS on the following planning applications:

The Mill House, Great Haseley, (in the parishes of Great Haseley & Great Milton), OX44 7JA. P10/W0602. Single storey extension to existing house to extend existing kitchen area. Lean-to conservatory area along part of original house.

The Cottage, Church Road, The Green, Great Milton, OX44 7NT. P10/W0514. Change of use from office to ancillary residential and single storey extension to rear (amended details).

The Cottage, Church Road, The Green, Great Milton, OX44 7NT. P10/W0516/LB (Listed Building Consent) of office to ancillary residential and single storey extension to rear (amended details).

#### Great Milton Parish Council considered that the following planning applications should be REFUSED by South Oxfordshire District Council:

Brook Bank, Church Road, Great Milton, OX44 7PB. P10/W0636. Demolition of existing bungalow, garage and greenhouse. Replacement dwelling and detached garage and minor alterations to access.

Brook Bank, Church Road, Great Milton, OX44 7PB. P10/W0646/CA. (Conservation Area Consent). Demolition of bungalow, garage and greenhouse.

The proposals were considered an over development of the site and the replacement of a single storey dwelling with a large house and the apparent tripling of the footprint of the property, unacceptable. All agreed that it would alter the character of

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a unique part of the village. The PC also believed the plans contravene the South Oxon Local Plan 2010 Con 5/6/7 and H12.

J N-S agreed to the Council's request that this application is called in by the Planning Committee for the reasons that it contravenes the local plan policy, involves the removal of numerous trees, and is within the conservation area but out of character.

J N-S

The Oxford Belfry, Brimpton Grange, Milton Common (in the parish of Tiddington), OX9 2JW. P10/W0541. Proposed new bedroom wing to provide 105 additional guest bedrooms, extension to bar and restaurant plus associated works including the construction of an overflow car park.

Whilst the PC agreed that it should support measures which will benefit the local economy, it observed that the proposed extension represents considerable over-development of the site; the land on which it is proposed to construct the overflow car park is currently undeveloped, consisting of shrubs and grassland, so whilst not in the Green Belt, the car park would mean further erosion of the countryside; in the Design and Access Statement it is remarked that, because of the virtually direct access to the nearby motorway junction, there would be no appreciable increase in traffic generation on local roads, however an increase of 105 vehicles, or more, within a concentrated timeframe would have a considerable impact on the London Road, particularly at its junctions with the A329 and A418; the proposed access to the new car park would be via an additional junction off the existing service road, leading guests to drive through the main car park and across the service road which provides the only means of access to Brimpton Cottage and the increase in activity would be to the detriment of the owners and their visitors.

## B **The following Planning Decisions were received and reviewed:**

### **Planning permission has been GRANTED by SODC for:**

Tudor Cottage, 1 London Road, Wheatley OX33 1JJ. P10/W0471. Infill of existing porch with WC extension.

Bentley House, London Road, Milton Common, OX9 2NU. P10/W0443  
Demolition of existing rear extension. Removal of existing roof to main house and garage. Erection of new 2 storey rear extension including raising of existing roof height. New roof and front dormers and new porch. Removal of existing chimney and new pitched roof over garage.

The Priory, Church Road, Great Milton. P10/W0312/LB & P10/W0311  
Minor single storey extensions to kitchen.

Tudor Cottage, London Road, Wheatley. P10/W0397  
Demolition of single storey concrete garage at rear of property. Replacement garage/workshop on building line of dwelling.

The Old Stores, The Green, Great Milton. P10/W0366/LB & P10/W0104

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Replacement of asbestos roof with slates to domestic storage building. Replacement of doors and addition of roof lights.

## **Planning permission has been REFUSED by SODC for:**

Land East of Crowthorne Kennels, Milton Common, OX9 2JX. P09/W1143/RET  
Erection of a 3 metre high security fence, 3 storage buildings and raising levels to the southern part of the site by a maximum of 54 mm.

Land East of Crowthorne Kennels, Milton Common, OX9 2JX4. P10/W0493/RET

Use of site by vehicle recovery contractor.

## **C Other current applications**

It was reported that Les Preston had agreed in the interests of the village to withdraw his agreement for the land at Coombe Farm to be used as a temporary car park. He has asked the PC to inform OCC on his behalf. It was noted that the Children's Centre at the school is also on a detailed list of projects currently being reviewed by OCC.

## **75/10 Parking on the Green**

A The PC reviewed its recent actions to keep the Greens clear of vehicles. Correctly addressed letters were hand delivered on Friday 21<sup>st</sup> May to the owner of the trailer on the Green and to the property where this is parked giving 14 days notice that the PC would take action if the vehicle was not removed and parking on the Green did not cease. No response had been received. The PC reviewed the letters and noted that the property has a shared access way with the neighbouring property. All agreed that as a final step before organising a solicitor's letter, Ward Councillor Stephen Harrod (SH) would speak face to face with the residents involved and report back.

SH

B Les Preston has been given the go ahead to do the necessary work to make good the green opposite Redcotes, as agreed at the previous meeting. SH will be speaking to the residents in due course.

SH

## **76/10 Donation requests**

ABC Donation requests had been received from Oxfordshire Business Education Alliance, St. John Ambulance and Ryder-Cheshire Volunteers. The Clerk apologised that she had omitted to research past donations to these organisations as she would normally do. After discussion and consideration of the PC's reduced donations budget this year and potential requests from within the parish, it was agreed that at this stage in the financial year we are not in a position to donate (unless we have done so regularly in the past to these charities). The Clerk would research the matter and send out replies accordingly. This was proposed by PA, seconded by DC and agreed upon unanimously.

JB

## **77/10 Development of the Bulletin and Web site**

A The Clerk had previously circulated Jonathan Dudley's quote for an A5 format for the Bulletin (460 copies x 48 pages = £265.80 per issue plus £160 per issue for a colour front and back page). The Clerk had compared these costs with those for Little Milton magazine production (ColourPlus) and the figures are similar. It was agreed that

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keeping the production within Great Milton was a priority. It was resolved to change to an A5 format, and that the editorial and production teams should go ahead and manage the transition. Hazel Hand should be asked to seek sponsorship for a colour cover and if unsuccessful, move to A5 but in black and white. This was proposed by PA, seconded by DC and agreed upon unanimously.

JB

- B The Clerk had previously circulated details and costs of the Live News feature available from the web company (£70.00 for installation, £35 page design plus £70 annual rental). On reflection she felt that it would not be possible to make the most of this feature within the Clerk's contracted hours and its potential was limited because it could only link to documents already in existence on the site. It was resolved that a more economical way to develop the site this year would be to remove the former Chair's introduction on the home page and replace it with some information about the Parish Plan and a link to contact them. This content should be written in such a way that it won't date. PA agreed to oversee this and to liaise with Morgan Lloyd from the Parish Plan Steering Group.

PA

## 78/10 Development work at Le Manoir

- A Le Manoir Aux Quat'Saisons has planning permission for the whole of the site including the adjacent field, for use as a hotel and restaurant. This includes use of the field as a car park; however by putting hardcore down, there has been a 'change of use'. Ward Councillor PA met with the General Manager Phillip Newman-Hall to discuss the matter. He is finding it increasingly difficult to accommodate staff parking but agreed to look into any preferable options that might be available and come back to the PC with his observations.

## 79/10 Pegswell Lane

- A The PC revisited past discussions about funding repairs to the old stone wall and other necessary improvements to the area surrounding the well at the end of Pegswell Lane. It was agreed that it was in the village's interest to ring-fence the area from adjacent properties and maintain it properly for the village. Three quotes are to be obtained for the work required.

SH

## 80/10 Duties as custodian trustee of the Recreation Ground and Pavilion

- A Andy Noble (AN) reported to the PC that during the process of trying to obtain agreed 'Early Years' funding of £40,000 from OCC it had emerged that the Recreation Ground land had not been fully registered with the land registry. The deeds are held at Lightfoots Solicitors in Thame but contain no red line to the outline boundary of the property which is problematic. Assertions are therefore required by OCC from the owners of the Recreation Ground (the PC) that it will not be sold off. It was resolved that the Clerk should take whatever action was required to get the land registered and that the PC would provide whatever assertions were necessary to secure the funding.

JB/AN

AN clarified that if £40,000 only is secured then there will be a summer holiday refurbishment of the Pavilion but if all the funding applied for is secured then a £200,000 refurbishment will also include work on the roof and windows to take place

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in subsequent school holidays. It was agreed that the Clerk should urgently contact J N-S (who had left to attend another PC meeting) to request that he put his weight behind the funding application to the SODC Community Investment Fund.

JB/JN-S

## 81/10 Financial Resolutions

### A Payments

The following cheques were authorised for payment. This was proposed by Christine Pepperell, seconded by PA and agreed upon unanimously.

Joanna Botha. Salary. £307.33

Joanna Botha. Expenses. £141.70

Manuel Stone. Editorial. £50.00

Berinsfield. Grass Verge Cutting – 29<sup>th</sup> April. £229.13

Countrywide. Rec Grass Cuts – 29<sup>th</sup> April, 13<sup>th</sup>, 22<sup>nd</sup> & 27<sup>th</sup> May. £352.50

It was noted that Berinsfield had originally invoiced for a higher amount, including three interim cuts to the Recreation Ground, although only one had been agreed. The Clerk had brought this to their attention and as a good will gesture they had withdrawn all charges for interim cuts to the Recreation Ground.

### B Internal Audit

The Internal Auditor's draft report for the year-ending March 31<sup>st</sup> 2010 had been circulated in advance of the meeting. A potential conflict of interest had emerged during the internal audit, as Paul Wakefield had previously been the Independent Examiner for the Accounts for the Great Milton Recreation Ground Management Committee. He requested that the PC consider whether they wanted him to continue with the internal audit in light of this. It was agreed unanimously that Paul Wakefield should continue in his role as internal auditor and that any conflict of interest be reviewed as part of the Review of the Effectiveness of the Internal Audit.

The PC reviewed the draft report and agreed some actions to deal promptly with the urgent recommendations:

The Clerk had already drafted a Fixed Asset Register and would develop this further in due course.

After briefings from Andy Noble and the Clerk and after some consideration, it was agreed that the monies held on behalf of the Great Milton Recreation Ground Management Committee (GMRCMC) are PC funds earmarked for the PC to spend on the Pavilion refurbishment or to grant to the Recreation Ground Management Committee to do the same, with the exception of the £1890 of funds raised by the GMRCMC from the village. It was resolved that these funds should be earmarked separately as monies held on behalf of the GMRCMC and the remainder earmarked as PC funds for the Recreation Ground.

It was also resolved that Christine Pepperell (CP) should formally take the position of member with financial responsibility and that £3,000 from the general reserves should

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be earmarked for 'forthcoming village projects' such as the Recreation Ground Access Way and Pegswell Lane.

These financial resolutions were proposed by PF, seconded by KR and agreed upon unanimously. The Clerk will work through the other recommendations in partnership with CP over the next six months and report back to the PC.

JB/CP

## C **Year End Accounts / Approval and Sign Off of Annual Return**

The Clerk had circulated the year-end receipt and payments accounts and a scan of the completed Section 1 of the Annual Return – Statement of Accounts and completed Section 2 - Annual Governance Statement. It was proposed by KR that these figures and statements were true and correct and should be approved and signed off by the Chair, this was seconded by PF and agreed upon unanimously.

- D A £500 grant allocated for the Recreation Ground refurbishment work in the 2009/10 budget had been earmarked as part of the RGMC monies without approval. The PC retrospectively approved the designation of the £500 into the earmarked PC reserves for the Pavilion Refurbishment project. This was proposed by PF, seconded by DC and agreed upon unanimously.

JB

## 82/10 **Any other business**

- A It was requested that the Clerk ask Highways to cut the path between The Bull and Countax.

JB

- B DC reported that residents were concerned that the stables that Mr. Hutton is building had not progressed. He will contact Mr. Hutton to ask what his plans are.

DC

- C There is a problem with dog fouling by Grove Lane and The Bull. KR will write a note for The Bulletin.

KR

- D Les Preston would like to retire from his role as village handyman. Councillors will make enquiries about possible replacements.

All

- E It was reported to the Clerk that the Play Area and the verge by the wall adjoining Milton Lodge and the neighbouring property had not been cut.

JB

The meeting closed at 10.15pm.

The next meeting of Great Milton Parish Council will be held on **Monday 12<sup>th</sup> July 2010 at 7.30pm** in the Pavilion.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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## Clerk's Report

June 2010

1. I stopped and reissued a cheque for the payment of the Red Telephone kiosk sponsorship as the first payment did not arrive.
2. Our insurance cover has been paid and confirmed with Came & Company from 1<sup>st</sup> June.
3. Andy Noble has sprayed the Himalayan Balsam on the allotments with weed killer and this seems to have been effective.
4. I have written to the new landlords at The Bull on behalf of the PC welcoming them and advising them of the opportunities to promote events in The Bulletin.
5. Paul Wakefield has said he should not advise the PC about the suitable amounts for the PC to contribute towards the Clerk's use of home and own PC equipment in order to adapt the Clerk's contract. So this has not been progressed. I will liaise with CP on this.
6. I have chased the Waste team about the inners for the litter bins, but no result as yet.
7. I have spoken with Highways about the Chilworth Road potholes and I believe there has been some action on this.
8. I wrote to the fete committee regarding the suggestions for improving parking.
9. I wrote letter of support for Shauna Smith's housing application as requested.
10. I have still not received the final quote for the Rec access way and have not been in a position to spend time chasing this due to the commitments of the Year End Accounts.
11. I have not heard anything further from Highways about the pavements by Lovegrove House or by the Neighbours Hall.