

# Great Milton Parish Council

Clerk: Jacqueline Wren

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## **DRAFT Minutes of the meeting of Great Milton Parish Council (GMPC) held at the Pavilion on Monday 14th April 2025, at 7.30pm**

Present: Bill Fox (Vice Chair), Sarah MacMahon (SM), Andrew Noble (AN) and Malcolm Horsley (MH).

In attendance: Jacqueline Wren (Clerk), the Neighbourhood Watch Coordinator (RS) and two members of the public.

### **1/25 Apologies for Absence**

Received from Stephen Harrod (Chair), Councillor David Harms and Georgina Heritage (District Councillor).

### **2/25 Variation of order of business: None.**

### **3/25 Declarations of members' interests: None.**

### **4/25 Reports**

#### **South Oxfordshire District Council**

A monthly report was received from the District Councillor. See Attachment 1.

The Council noted the District Councillor's report with particular reference to;

- Plans for the development of Haseley Trading Estate and the forthcoming open meeting on 28<sup>th</sup> April.
- Grants of up to £1000 available for projects to help communities become more active.
- A new 'Ridgeway Council' is part of a proposed two unitary council option for Oxfordshire and West Berkshire.

#### **Oxfordshire County Council**

No report was received from the County Councillor.

### **5/25 Insurance**

The Clerk gave an update on obtaining alternative quotes for the Parish Council insurance which is due for renewal on 1<sup>st</sup> June. The Council confirmed there have been no recent claims or additions to the Asset Register since the SIDs.

The Clerk agreed to obtain three comparative quotes ready to present to the Council at the next meeting and agree before the renewal date.

### **6/25 Village Shop**

Following the public meeting to discuss the future of the village shop on 31<sup>st</sup> March a member of the newly formed Working Group was invited to give an update on the current situation.

A member of the village has offered to fund the salary for a Shop Manager, so this job vacancy has been advertised and more than 10 applications received.

The Working Group have noted that to be financially viable any future shop in the village will need to be in a different format and will require some level of starting capital.

The Working Group are considering different operational models, looking at possible venues, visiting other community shops and gathering information from the community on what is most wanted.

It was noted that there is significant interest within the community about the future of a shop in the village and with this in mind the Working Group are planning to give a more comprehensive update in a couple of weeks time.

#### **7/25 Correspondence and Public Discussion**

Correspondence was noted and in particular there was discussion regarding a letter from Freddie van Mierlo MP requesting feedback on the service provided by Thames Water within the parish - specifically sewage dumping, 24hr tankering, drainage problems and raw sewage on peoples' properties. The Council noted recent problems in Waterstock, Wheatley and Tiddington. It was agreed that as far as the Council are aware there are no specific issues within the parish to report. Clerk to reply.

Three members of the public were present, one of whom was the Neighbourhood Watch Coordinator.

#### **8/25 Minutes of the previous meeting**

The minutes of the previous meeting of the Parish Council on 17<sup>th</sup> March 2025 were approved and signed.

#### **9/25 Actions from the previous meeting**

Actions from the previous meeting were reviewed.

#### **10/25 Training**

There was discussion about available training courses and it was agreed that AN would attend an online session with OALC on Finance for Councillors on 30<sup>th</sup> April. Clerk to action.

#### **11/25 Planning Applications**

The following planning applications were discussed:

##### **[P25/SO791/S19](#)**

##### **Le Manoir Aux Quat Saisons, Church Road, Great Milton OX44 7PD**

Variation of condition 2 (Approved plans) on planning application P21/SO428/LB (Listed Building consent for internal and external alterations and minor extensions, repair and refurbishment works to the Grade II\* Manor House) – for amendments to the approved scheme to address the increased guest expectations and operation requirements.

##### **[P25/SO866/S73](#)**

##### **Le Manoir Aux Quat Saisons, Church Road, Great Milton OX44 7PD**

Variation of conditions 2 (Approved plans) and 28 (SUDs scheme Surface Water) on planning application P21/SO343/FUL (Full planning permission for the erection of a new Wellness Spa, Bistro, Garden Villas, Garden Rooms, Pavilions and Storage Barns, extensions and alterations to the existing Grade

II\* Manor House, former Stables building and Staff Facilities building, new highway access, internal road and car parking areas, limited demolition and associated works).

It was noted that both of these applications are for a Variation of Conditions to the previously approved applications for Le Manoir. The variations detail several relatively minor changes to the plans with an overall reduction in scope. The Council agreed that they had no strong views on these variations and therefore no concerns.

**P25/SO998/HH**

**Lych Gate Cottage, Church Road, Great Milton OX44 7PB**

Single storey rear extension & reduction of rear garden to provide extended patio. (Consultation deadline 3<sup>rd</sup> May)

The Council noted that after informal consultation with the immediate neighbours there were no concerns regarding this application.

The following planning decisions were noted:

**25/S0336/HH and P25/S0337/LB**

**Tanners Cottage Lower End Great Milton OX44 7NF**

Single storey glazed extension to side/rear. Infill existing covered bay to rear.  
PERMISSION GRANTED

**P25/SO543/A**

**Brimpton Grange Access to Hotel From A40 Milton Common OX9 2JW**

Replacement signage.  
PERMISSION GRANTED

**12/25 Finance**

A The following payments were authorised:

<u>Payee</u>	<u>Element</u>	<u>Amount</u>	<u>Date</u>	<u>Cheque number</u>	<u>Power to Spend</u>
Shield Maintenance Ltd.	Dog waste – March 2025	£92.82	14/04/25	2483	Open Spaces Act 1906 s10
Bibby Financial Servies Ltd.	Tactical Facilities Management Ltd. March 25	£581.60	14/04/25	2484	Open Spaces Act 1906 s10
Jacqueline Wren	Clerk's Expenses	£33.56	14/04/25	2485	Local Government Act (LGA) 1972 s111
Staff	Staff costs	£449.40	30/04/25	2486	LGA 1972 s112
JM Dudley	Bulletin - April	£335.20	14/04/25	2487	LGA 1972 s142

Receipts:

The first instalment of the precept has been received - £11,500.

The Community Infrastructure Levy (CIL) payment of £10,192 will be paid later this month.

- B The final bank reconciliation, statement of accounts and bank statement for the financial year 2024-2025 were approved and signed.
- C The Parish Council agreed upon the proposed dates for Great Milton Parish Council's internal/external audit activities:
- Internal Audit (Starting April 2025)
  - Parish Council to receive Internal Audit report (May 2025)
  - AGAR return to be approved and signed (May 2025)
  - AGAR return and associated information submitted to External Auditor by June 30th, 2025.
  - 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 the website by June 30th, 2025.
  - Receipt of External Auditor's response and Notice of Completion: August 2025.
- D The Parish Council's VAT reclaim for the financial year 2024-25 was discussed and it was noted that the amount to reclaim is likely to be significantly more than in previous years due to the purchase of the speed indicator devices. The Clerk will process the VAT reclaim for this financial year and submit it.
- E The Council agreed to use the free switching service offered by Unity bank to complete the transition to the new bank account and close the old Lloyds account. It was noted that two or three signatories are needed to approve this request. It was agreed that the clerk will start this process and the signatories will give approval as and when needed.

**13/25 Security in the village:**

The Neighbourhood Watch Coordinator noted that there had been no incidents since 2<sup>nd</sup> February.

**14/25 Items for next agenda or information only**

It was noted that the May meeting of the Parish Council will include the election of the Chair and Vice Chair. The Vice Chair also noted that he had received correspondence regarding Parish Council elections and the process of electing new Councillors. The Council noted that it was a long time since there has been an election because there are rarely more candidates than positions on the Council. It was noted that there is currently a Councillor vacancy and agreed that this should be republicized prior to the next meeting with interested parties to contact the Clerk.

A member of the public asked questions regarding the Council's thoughts on the proposed development of the Haseley Trading Estate and noted their own concerns regarding the number of employees on site, the proposed vehicle depot and the impact on traffic through the village. The Vice Chair referenced the information presented to the Council at the last meeting and noted the forthcoming

information session on 28<sup>th</sup> April. It was noted that the Council does share concerns about the proposals but that since these plans are in the early stages there will be ample opportunity to respond and raise these concerns throughout the planning process.

Meeting closed at 20.25.

***The next meeting of Great Milton Parish Council will be held on Monday 19<sup>th</sup> May starting at 7.30pm in The Pavilion.***

***Agenda items for the May meeting are due to the Clerk by Wednesday, 7<sup>th</sup> May 2025***

## Attachment 1

District Councillor Report  
Haseley Brook ward  
01 April 2025

Cllr Georgina Heritage



### Meetings and Council Activity

For the Haseley Brook ward, the biggest news item over the past month has been the announcement from South Oxfordshire and Vale of White Horse councils that they are the new owners of Haseley Trading Estate and, subject to planning, the site will be used as a long-term vehicle depot for waste and street cleaning fleet. This is something I was admittedly nervous about initially, as I was concerned that without full explanation, local residents may assume that the estate is intended to be a waste transfer station. It's very important to me that our residents can feel assured of transparency and our parish councils are fully informed. With this in mind, I contacted Andrew Busby, Head of Development and Corporate Landlord, who was in agreement and gave me the opportunity to work with him and other officers in their communication plans. As a result, I was pleased that Andrew Busby and his colleague Andrew Waterman offered to attend the March parish council meetings of those villages closest to the trading estate. The parish councils in this ward which are not in such close proximity received a separate communication, and there will be lots of opportunity for engagement and for questions to be answered.

To clarify, the new site would be used as a depot for parking waste and recycling collection vehicles, street cleaning vehicles, and for vehicle maintenance. There would be no storage or disposal of waste. The current vehicle depot in Culham is due to be redeveloped for new homes, and the existing contract and lease expires in 2026, so the councils have spent a very long time searching for a suitable new location to ensure statutory waste collection services are not interrupted in any way.

The plan is to redevelop and retain one of the existing buildings and make improvements to the site, which will include improving the screening with planting and managing the adjoining woodland, which has suffered some neglect in recent years. They will also be reviewing their vehicle movements to keep the impact on the surrounding areas as minimal as possible.

The new owners intend to be good neighbours and show respect to the surrounding villages. If you have any questions about the intentions for Haseley Trading Estate I am very happy to assist in getting them answered for you.

Subject to planning approval, the new depot would operate from the summer of 2026. There will be lots of opportunities to engage and ask questions, including a public drop-in event on **28 April at Little Milton Village Hall between 3pm and 7.30pm**. There is no need to book.

There is also a link to information about the site here: [Haseley Trading Estate - South Oxfordshire District Council and Vale of White Horse District Council](#)

## **Everyone Active Grant**

We're so pleased to have been able to increase our grants offer as part of this year's budget, and the Everyone Active offer has proved so successful that I requested we continue it, as it was originally budgeted as a shorter-term grant. The scheme is now open, and community organisations can apply for up to £1000 for projects that will help communities become more active or sustain activity. For example, for leisure or playground equipment, to run training courses to help improve physical/mental wellbeing, or even to help set up a community garden.

Locally, Thame the Disc (ultimate frisbee) have benefitted from an Everyone Active grant, and I'd love to see some Haseley Brook organisations benefit from the funding, so please spread the word.

The grant scheme will close once all the budget is spent, or at midday on **Monday 26 May**, whichever is sooner. More information about the grant scheme can be found here: [Everyone Active grant scheme - now open - South Oxfordshire District Council](#)

Organisations are also welcome to contact the council's Community Enablement team on 01235 422405 or email [grants@southandvale.gov.uk](mailto:grants@southandvale.gov.uk)

## **Local Government Reorganisation Update**

Such updates are inevitably becoming a regular feature of my monthly reports, and this month I have the opportunity to introduce Ridgeway Council, a proposal to create a new council that reflects the make-up of our rural and market town identity and maintains local representation.

[An initial proposal](#) has been submitted on behalf of West Berkshire Council and the district councils in South Oxfordshire and the Vale of White Horse for the creation of a new unitary council that would see the three areas combined. The move is in response to the government invitation following its announcement in December 2024 to end two-tier authorities like those in Oxfordshire.

As part of the shake-up of local councils, the government has also indicated all unitary authorities will need to serve around 500,000 residents or more, which will require West Berkshire Council - which covers around 170,000 people - to merge with neighbouring councils.

Ridgeway Council forms one half of a two-unitary council proposal for Oxfordshire, with the other half made up from the district council areas of West Oxfordshire, Oxford City and Cherwell. West Oxfordshire District Council and Cherwell District Council have confirmed they will be developing the North Oxfordshire Council half of the proposal, complementing the Ridgeway Council work being carried out by West Berkshire, South Oxfordshire and the Vale, coming together to create a proposal for two unitaries covering what is currently Oxfordshire and West Berkshire.

With strong demographic and economic similarities and significant historic ties between South Oxfordshire, Vale of White Horse and West Berkshire, the three councils have now produced a detailed interim proposal document, which is available on their new website dedicated to keeping the public informed about the proposal at [ridgewaycouncil.org.uk](http://ridgewaycouncil.org.uk). The proposal is being developed under the title 'Ridgeway Council' which is named after the famous 5,000-year-old trail that travels through the heart of the three council areas.

At their respective Executive and Cabinet meetings, members from all three councils agreed to support the submission of the interim proposal. Following the government's request that Oxfordshire authorities submit interim proposals together, the County Council has submitted an outline proposal for the Ridgeway Council and North Oxfordshire Council to the government, alongside two other options being developed in Oxfordshire which include a county-wide Oxfordshire proposal.

There will be opportunities in the coming months to hear the views of our communities before the final proposal is submitted, and the councils will also continue working positively and collaboratively with the other authorities in Oxfordshire.

## Fly Tipping

With so many parish litter picks taking place across the district in recent weeks, I'm aware of the extent of fly tipping in Haseley Brook and have been engaging with the Waste Team to assist some of the parish councils in my ward with problem areas.

I hope residents will at least be encouraged to know that there are now stricter penalties for fly-tipping, littering, and for householders who fail to ensure that their waste will be disposed of legally. This is part of a national crackdown on anti-social behaviour and the new penalties begin on 1<sup>st</sup> April. Key changes include:

- **Householder duty of care breaches:** on-the-spot fines will rise from £300 to £600.
- **Fly-tipping:** maximum fixed penalty notices will increase from £400 to £1,000.
- **Littering and graffiti:** fines will rise from £80 to £500.

Under the law, householders must ensure that their waste is disposed of legally and responsibly. Even when hiring someone to remove rubbish, you remain accountable. If someone's waste is found fly-tipped and they have failed to verify that the person or trader was legally authorised to handle it, or they failed to retain documentation, they could face an on-the-spot fine. If you're intending to have waste removed from your property, please follow this advice:

- **Check waste carriers:** always verify that the person removing your rubbish is a registered waste carrier. Use [the Environment Agency's public register](https://environment.data.gov.uk/public-register) - [environment.data.gov.uk/public-register](https://environment.data.gov.uk/public-register) or call 03708 506 506.
- **Keep Records:** obtain a receipt or transfer note with details of the waste carrier, their contact information and where your waste will be disposed of. Also, record the vehicle details, such as make and registration.