

Great Milton Parish Council

Clerk: Andrew Webster

Email: clerk@greatmilton-pc.gov.uk

Members of Great Milton Parish Council are summoned to the Parish Council Meeting on **Monday the 21st September 2026 at 7:30pm in the Pavilion at the Recreation Ground, Great Milton**

Members of the Public: Members of the public are welcome to attend and may address the Council during the formal meeting under Public Participation. Under the Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Andrew Webster, Clerk
September 2026

AGENDA

68/26 Apologies for Absence

69/26 Variation of order of business:

To consider a variation of order of business.

70/26 Declarations of members' interests:

To receive declarations of interest in matters on the agenda.

71/26 Reports:

To receive reports from the County Councillor, District Councillor and any other local representatives as appropriate.

72/26 Correspondence and Public Discussion

To receive items of correspondence and hear any representations/questions from the public in relation to remaining items on the agenda.

73/26 Haseley Trading Estate (standing item):

74/26 Le Manoir Aux Quat Saisons (standing item):

A: To include an update on HGV traffic management following the July 2026 correspondence.

B: To consider the following planning applications.

B.1 Ref: P26/S3345/FUL

Proposal: Trenching and resurfacing of Manor House Entrance Driveway.

7PD

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S3345/FUL>

B.2 Ref: P26/S3576/FUL, P26/S3575/LB

Proposal: New ground floor bin store, plant compound, kitchen extract ducts and extractor fan.

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S3576/FUL>

B.3 Ref: P26/S3391/FUL

Proposal: Removal of existing glazed rooflights on the southern block and reinstatement of roof covering with matching tiles and membrane. Proposed lead canopy to entrance of Dovecote (replacing existing glazed canopy). Proposed lightning protection Location: Le Manoir Aux Quat Saisons Church Road Great Milton Oxford OX44 7PD

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S3391/FUL>

B.4 Ref: P26/S3083/S73

Proposal: Variation of conditions 2 (Approved plans) and 27 (Acoustic Assessment) on planning application P25/S0866/S73 Location: Le Manoir Aux Quat Saisons Church Road Great Milton Oxford OX44 7PD

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S3083/S73>

B.5 Ref : P26/S2760/FUL

Proposal: Full planning application for earthworks and associated landscaping.

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S2760/FUL>

B.6 Ref: P26/S3334/S19

Variation of condition 2 (Approved plans) on Listed Building consent P25/S0791/S19- For amendments to the approved scheme to address the increased guest expectations and operation requirements. Listed building consent for internal and external alterations and minor extensions, repair and refurbishment works to the Grade II* Manor House

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S3334/S19>

75/26 Reorganisation of Local Government:

To consider any developments in local government reorganisation proposals and any representations the Council may wish to make.

76/26 Parish action plan

77/26 Emergency Planning: Village Resilience Plan:

To consider the development of a Village Resilience Plan for Great Milton.

78/26 Emergency planning : Fires

To consider suitable plans for the threat posed by fires.

79/26 Allotments:

To receive the Clerk's report on allotment tree queries (conservation area status, tree protection, economic viability, and level of demand for allotment plots) and consider any action.

80/26 Parking on village green and common land within the village

81/26 Planning Applications:

To consider any planning applications received and to note any planning decisions.

Planning decisions:

Certificate of Lawfulness of Proposed Use or Development **P26/S1073/LDP**

The Sands Stadhampton Road Great Milton Oxford OX44 7PE

Side extension and alterations to fenestration to western elevation

Decision : Granted.

Planning applications:

Ref: P26/S1535/O

Proposal: Outline planning application (access, scale, and layout) for the erection of seven dwellings and related works, including access. Location: 14 Thame Road, Great Milton, Oxford, OX44 7HY.

This has been adjusted to address concerns raised about impact on 14 Thame Road.

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S1535/O>

Ref: P26/S2926/LDE

Proposal: Certificate of lawful development for the erection of an outbuilding on the land shown edged red.

Location: Langsmeade House Milton Common Thame OX9 2JY

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S2926/LDE>

Ref: P26/S1377/FUL

Proposal: Proposed demolition of existing detached property. Replacement with 1 x three bedroom detached unit and 2 x three bedroom semi-detached units and associated parking. Location: Brimpton Grange Access To Hotel From A40 Milton Common Thame OX9 2JW

[Planning: P26/S1377/FUL - Online Register](#)

Note that this location is behind the new houses currently being built adjacent to The Belfry, between the Belfy and Lassco sites.

Ref: P26/S2485/FUL

Land south-west of London Road near Tetsworth Oxfordshire OX9 7AZ

Change of use of land to a Gypsy/Traveller site comprising 12 mobile homes, 12 touring caravans and 12 utility rooms.

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26%2FS2485%2FFUL>

Ref: P26/S2660/S73

Proposal: Variation of conditions 2 (Approved plans) and 3 (Materials) on Planning Permission P25/S3097/S73- To regularise and amend what has been built which varies from the approved plans (Loft conversion with raised roof, two storey rear extension, single storey side extension, car port). Location: White Ash London Road Milton Common Thame OX9 2NU

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S2660/S73>

Ref: P26/S2725/FUL

Proposal: Conversion of existing garages/outbuildings into one 1-bedroomed dwelling

Location: Garages at Holloway Farm Milton Common OX33 1G

<https://southoxfordshire.planning-register.co.uk/Planning/Display?applicationNumber=P26/S2725/FUL>

82/26 Donation to Morland House Surgery for car park resurfacing

83/26 Finance

A **Payments for authorisation:** To consider the following payments.

Payee	Element	Amount	Date	Minute Ref / Order Agreed	Power to Spend
Shield Maintenance Ltd.	Dog waste – Sept 2026	£109.20	21/09	OSA s10	Open Spaces Act 1906 s10
Green & Growing (John Pattisson)	Mowing – Sept 2026	£450.00	21/09	144/25	Open Spaces Act 1906 s10
Castle Water	Allotments Water	TBC	21/09		Small Holdings & Allotments Act 1908 s23
Jonathan Dudley	August Bulletin	£282.00	21/09		
Andrew Webster	Clerk's Salary	£512.20	21/09		

B To note the following payments made in August:

Payee	Element	Amount	Date	Minute Ref / Order Agreed	Power to Spend
Shield Maintenance Ltd.	Dog waste – Aug 2026	109.20	PAID	OSA s10	Open Spaces Act 1906 s10
Castle Water	Allotments Water	5.96	PAID		Small Holdings & Allotments Act 1908 s23
Andrew Webster	Clerk's Salary	£449.40	PAID		

C To receive and sign the Bank Reconciliation, Statement of Accounts and Bank Statements up to 31st August 2026.

D To note the following monthly/previously agreed payments for August & September :

- Scribe Accounts – £37.20
- Bank Charges – £7.00

E To note the changes to pay scales for clerk following from the NJC pay award and completion of probationary period.

In line with the Clerk's contract of employment 6.1 the Clerk's pay is now determined by LC2.29, following the recent publication of the 2026-27 pay award this stands at £21.34 per hour. For the nominal 30 hours per month this equates to £640.20 per month gross.

F To consider the Letter of Engagement from Jane Olds with regard to the Internal Audit for 2026-27

84/26 Minutes of the previous meeting

To approve and sign the minutes of the meeting of 20th July 2026.

85/26 Actions from the previous meeting:

To review the action list from the previous meeting – see appendix.

86/26 Training:

To consider any appropriate training courses, including:

- New Clerks Training – 29th September (AW to attend)
- Councillor Fundamentals – 1st October, online (booking confirmed)

OALC monthly "Councillor's Hour" dates for the rest of the year are:

- Monday 12th October 10.00am
- Wednesday 11th November 6.30pm
- Thursday 10th December 10.00am

See OLAC events page for links <https://www.oalc.org.uk/events>

Other OALC training opportunities are contained in September the agenda pack for councillors.

85/26 Items for next agenda or information only

The next meeting of Great Milton Parish Council will be held on
Monday 19th October 2026 starting at 7.30pm in The Pavilion.

Agenda items for the October meeting are due to the Clerk by
Wednesday, 7th October 2026

Appendix: Outstanding Actions from the 20th July 2026 Meeting

The following table lists the actions agreed at the meeting held on 20th July 2026, for review under item 81/26.

Action	Who?	Completed?
Respond to the Priory Bank resident regarding HGV traffic and keep Le Manoir traffic under review	AW	Done
Investigate the allotment tree queries (conservation area status, protection, viability, demand) and report back	AW	Done
Respond to planning applications P26/S1535/O and P26/S2111/RM	AW	Done
Clarify the mowing schedule for the verges, the Green and the Recreation Ground	AW	Done
Make the agreed July payments (and August payments when due)	AW	Done