

MINUTES of the Meeting held on Monday, 11th January 2021

at 7.30pm

This meeting was conducted remotely via Zoom video-conferencing software

Present: Councillors Brown, Freeman Gwynn, Hall (Chair), Kenyon, Major, Morrison and Nash.
Five members of the public; prospective Clerk J. Williams
Clerk J. Vischer

1. **Apologies** - Cllr Grindley
2. **Public Open Forum** - No issues raised.
3. **Procedural**
 - 3.1. **To formally agree the new Chair** – Cllr Hall was duly confirmed as Chair until the next parish elections scheduled in May.
 - 3.2. **To formally agree the new Vice Chair** – Cllr Freeman Gwynn was duly confirmed as Vice Chair until the next parish elections scheduled in May.
 - 3.3. **Declarations of Interest by councillors**
 - 3.3.1. Cllr Hall regarding item 5: the Patch Allotment Association (President); and planning item 6.4.1 as neighbour.
 - 3.3.2. Cllr Major regarding item 5, as a Trustee of the Patch Allotment Association.
 - 3.4. **To agree November Meeting Minutes** - Proposed Cllr Freeman Gwynn, Seconded Cllr Morrison. Unanimous
 - 3.5. **Matters arising from these Minutes not covered elsewhere on the agenda** - None.
 - 3.6. **Clerk's retirement and replacement** - Cllr Morrison reported this was ongoing and he would give a full report at the next meeting.
4. **Finance**
 - 4.1. **Approval of the latest payments schedule & budget trends** (see Annex A)
Payments schedule since the last meeting (November) to date -
Website hosting (Nov) £5.99; OWIS subscription (Dec) £142.05; Clerk's salary (09) £378.25; Bin emptying (Nov) £207.49; Ward project (WoGN/S) £58.87; Ward project (WoGN/S) £1,380.00; Website hosting (Dec) £5.99; External audit fee (annual) £240.00; Noticeboard refurb £1,194.00; HMRC (PAYE 3rd qtr.) £246.00; Clerk's salary (10) £302.68; Bin emptying (Jan) £207.49; Clerk's admin/expenses (Nov-Jan) £34.56; Printing/design (calendar) £574.80; Printing/design (newsletter) £390.60; Cllr expenses refund (wreath) £35.00. Allotments Fence (tranche 2) £4,800.00; OWIS subscription (Jan) £142.05.
Savings transfer to current account between meetings - £10,000.
Allotments - Refund cheques have been issued to the 11 residents affected by the historic formula error in the discretionary rental rate; the total sum to be refunded is £216.77. Eight cheques have cleared to date.

- 4.2. Balances and payments were approved unanimously. Proposed Cllr Brown, seconded Cllr Kenyon - all in favour.
 - 4.3. **Budget 2021-2022 approval** - the draft budget that had been put out for local consultation had received no comments. The final draft was discussed. It was agreed that a revised reserves figure of £30,000 (instead of £35,000) reflected a more accurate estimate. The proposed budget was approved unanimously. Proposed Cllr Morrison, seconded Cllr Major. It was further agreed that at financial year end should more funds be carried over than predicted that they be considered for ward projects.
 - 4.4. **Precept 2021-2022 approval** - the proposed zero increase in precept was approved unanimously. Proposed Cllr Freeman Gwynn, seconded Cllr Major. Submission required by 1st February 2021.
 - 4.5. **External Audit Return results** - it was noted that the results contained no advisory remarks. The Clerk was thanked for his work leading to a successful outcome.
5. **Allotments - PAA Report** (*previously circulated*) - current occupancy: 96%. All social events had been cancelled due to the renewed lockdown measures. Annual aggregate repairs to the paths were being carried out as usual.
6. **Environment**
- 6.1. **Canal Matters**
 - 6.1.1. **Update** - Cllr Morrison informed councillors that he had met, virtually, with the new C&RT liaison officer and they had discussed the general state of the towpaths. C&RT planned to carry out resurfacing and tree and hedge pruning works from Fenny Stratford to Cosgrove. The narrowboat barge for carting aggregate had been supplemented by a dedicated tender that would increase the scope for delivery.
 - 6.1.2. **Community Boat Grant** - the boat was scheduled to be launched at Campbell Park Marina in the Spring.
 - 6.2. **Ward projects**
 - 6.2.1. **Passmore** – Cllr Major reported that repairs to the footpaths in the middle of the estate had been carried out at no charge. Work on the canal paths from the rose bed to the bridge under the H8 continued – canal side completed.
 - 6.2.2. **Woughton Park** - Cllr Gwynn reported that SERCO had carried out extra maintenance tasks on their own initiative which reflected the good relations being generated by the liaison with OWPC. The creation of a wildflower bed on the northern boundary was the one outstanding task from the ward project order.
 - 6.2.3. **Woughton on the Green Nth & Sth** - Cllr Nash reported that the Baskerfield Grove tree planting had been completed and the operation had gone smoothly. Again, the contractors appreciated the input from OWPC. The outdoor Christmas Tree decorations had been praised by several residents. Councillors wished to pass on their thanks to Cllr Grindley and his family for dressing and undressing the tree. Bat boxes were, as yet, not noticeably active.
 - 6.3. **Environment Log** - *previously circulated* - The Clerk reported that the Log had been substantially revised. There are currently twenty-four open issues, plus fourteen being monitored. Five new issues had been added. The continual reports of fly-tipping in the lay-by under the H8 bridge, Woughton Park, remain a concern.

6.4. Planning comment

6.4.1. Update on Previous Planning Applications (*for info*)

20/02658/FUL 4 Turpyn Court Woughton On The Green, Extension to existing garage.
Permitted

20/02611/FUL & 20/02612/LBC 5 The Green Woughton On The Green, Conservation and repair works, alterations and extensions to the main dwelling and curtilage building (Resubmission of 20/00824/FUL). *Pending*. It was agreed to send a representative from OWPC to attend the Development Control Panel hearing on 21st January.

20/02756/FUL & 20/02760/FUL 22 Verley Close Woughton On The Green, Construction of dormer window to side elevation & Ground floor side extension. *Both Permitted*

20/02383/FUL 23 Passmore, Replace existing conservatory with single storey rear extension.
Permitted

6.4.2. Planning Applications since the last meeting

20/02848/FUL 10 The Green Woughton On The Green, Demolition of existing outbuilding and proposed single storey side and rear extensions. *Permitted*

20/02862/TCA 15 The Green Woughton On The Green, Large Maple tree (large red circle) remove to ground level as too big and too close to next door house. Dying Elm tree (smaller red circle) remove grind stump and plant another tree. *Permitted*

6.4.3. Planning Enforcement -

6.4.3.1. Fallen tree from Hotel across the churchyard wall - no update from MKC officers.
Planning Enforcement letter to be generated. **Planning Group**

6.4.3.2. 52 Passmore (17/00371/FUL and 18/00419/FUL) - the works being carried out did not seem to conform to the permissions granted in the two applications. This had been further exacerbated by the making of a hole in the garden wall to create a new entrance path. It was agreed to submit the draft comments prepared by the Planning team. **CLK**

6.4.3.3. The Old Rectory at Waterside - it had been noted that the new owners appeared to be extending boundaries to the redway crossing over the canal. No notification for such action had been seen. It was agreed to confer with planning officers and report the matter on the MKC environmental portal in the meantime. Contact to be made with neighbouring Woughton Community Council. **CH**

6.4.4. **Conservation Area Review** - Officers had advised Cllr Gwynn that the delegated decision had again been deferred, to March 2021.

7. Communications

7.1. **MKC Budget Consultation response** - it was agreed to submit OWPC's MKC Budget consultation response. Cllr Gwynn was thanked for drawing up the analysis.
CLK

7.2. **Correspondence** (other than email) and other meetings not mentioned elsewhere - Cllr Hall reminded councillors that she was part of the longstanding Welfare Trust Group which aimed to support residents in need. The area covered extended beyond OWPC boundaries. She invited members to put themselves forward to join the committee as more representatives were needed.



7.3. **Newsletter**

7.3.1. **Next Edition** (Easter) - Cllr Freeman Gwynn relayed that the next edition would devote the centre page spread to discussions around future precept levels.

7.3.2. **Calendar 2021** - One hundred copies had been printed and all had been distributed. Receipts amounted to approximately 40% of costs. Another article in the next newsletter would air arguments about increasing the price to cover the costs in future. Cllr Hall proposed a vote of thanks to the Comms team for their continued dedicated work. This was agreed.

8. **Clerk's Retirement** - Cllr Hall commended the retiring Clerk Julian Vischer, who was clerking his last full meeting, for all his work over recent years. He would be remaining in post for a brief handover period.

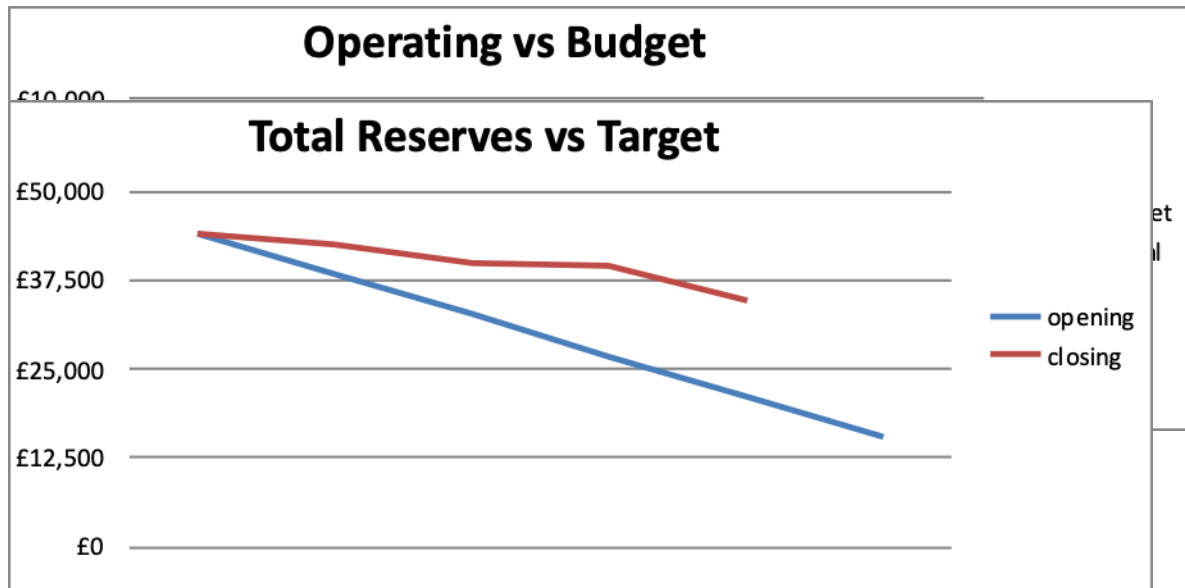
9. **Date and Time of next Meeting** – 8th March 2021 at 7.30pm. To be held online.

Meeting ended at 8.50pm

signed

date

ANNEX A - Spending versus budget graphs 2020-21



Reserve Balances are represented by:

Current Year Fund	-9,495
Opening Total	44,087
Closing Total	34,592

ANNEX B Budget 2021-2022

Financial Year	2019-20 budget	2020-21 budget	2021-22 budget
Parish			
Income	9404	9404	9254
Operating Expenditure	9784	13275	12402



Balance		-380	-3871	-3148
Reserves Expenditure		19380	16071	6348
Opening reserves (actual)		55853	44087	30000
Closing reserves (projected)		36473	28016	23652