

Parish of Chesterton

Summons to Meeting

The next meeting (Number 2019/01) of the Parish Council will be held in the Community Centre on Tuesday, 7th May 2019 at 7.30pm.

Please note the Chairman will, at a convenient time, adjourn the meeting for the public's questions. The public are reminded that this session will last no longer than 30 minutes and each resident is entitled to one question for a period lasting no more than 10 minutes.

Circulation:	P Clarke (PJC), Chairman	A Thomas (AT)
	I Corkin (IC), Councillor	T Thompson (TT), Vice Chair
	J Hodges (JH)	H Williams (HW)
	L Honey (LH), Finance Officer	J Williams (JW), Clerk
	C Muddiman (CM)	2 x Noticeboards
	F Rowe (FR), Vice Chair	Website

J Williams
Clerk to the Parish Council

Agenda

1. To Receive Councillor Apologies for Absence (JW)
2. To Carry Out the Election of Chair and Vice Chair (PJC)
3. To Receive the Chairman's Address to Committee (Chair)
4. To Receive Proposals for Committees Structure & Councillor Appointments (Chair)
5. To Receive the Resignation of the Finance Officer (Chair)
5. To Approve and Sign the Minutes of Meeting 2018/12, held on 2nd April 2019 (Chair)
6. To Record Members' Declarations of Interest regarding Agenda Items (Chair)
7. To Receive the County Councillor's Report (IC) – (Chair)
8. To Receive the District Councillor's Report (IC) – (Chair)

9. To Report on Progress Since Last Council Meeting (Chair)
 - 9.1 Defibrillator Installation (FR)
 - 9.2 Play Area Signage (JW)
 - 9.3 Play Area Update on Discharge Certificate Process (PJC/JW)
 - 9.4 Easter Holidays Activities Club Feedback (TT)
10. To Resolve the situation regarding Non-Payment of Cricket Club Subs (JW/FR)
11. To Receive a Report from the Allotment Committee regarding the Revised Allotment Agreement and Current Status (CM/FR/JW)
12. To Review and Accept the previously received Report on Parish Remunerations/Expenses (Chair)
13. To Review the Code of Conduct Policy (Chair)
14. To Receive an Updated Report on Tubbs Lane:- (Chair)
 - Response to Land Registry re Application by Mrs Frangopoulos
 - Application to OCC for Variation to the Highways Record Map
15. To Receive a report on Meeting with Phil Robbins re Footpath Across Allotments (PCJ)
16. To Receive a report on Meeting on 25th April 2019 with Graham Payne re Development on Bicester Hotel, Golf and Spa Club (PJC)
17. To Receive Councillor Nominations to the OALC Executive Club (Chair)
18. To Review + Accept the Revised 2019-20 Budget following Finance Meeting held 29/4/19 (chair)
19. To Receive the Monthly Finance Officer's Report, to Agree the Minutes of the Finance Meeting of 29th April 2019, To Approve section 1&2 of the AGAR, to Approve Accounts for Year Ended March 2019 and Approve Expenditure/Payments/Income.
 - 19.1 Finance Officer's Monthly Report (LH)
 - 19.2 Minutes of the Finance Meeting 29/04/19
 - AGAR Section 1 & 2
 - Accounts Year Ended March 2019

Payments for Approval:

- 19.3 Clerk's April Salary
- 19.4 Finance Officer's April Salary
- 19.5 HMRC Payment - £122.85
- 19.6 Monthly DDR payment to O2, Clerk's mobile phone
- 19.7 OALC Allotment Management Course for JH – £102
- 19.8 OCC – Comet Bus Contributions Nov 18-Mar 19 - £230.77
- 19.9 Green Scythe - grounds maintenance - £106.80
- 19.10 Marchetti Gardening Services - £528.00
- 19.11 GMD Plumbing & Heating (boiler service) - £60.00
- 19.12 Waterman Graphics (play area/pavilion signage) - £1,202.40
- 19.13 Green Scythe (football pitch maintenance) - £93.60

- 19.14 Chesterton Pavilion Sinking Fund - £180.00
- 19.15 Bicester Engraving Services (2 x war memorial plaques) - £200
- 19.16 F Rowe Expenses (high chair, hazard tape) - £66.47
- 19.17 Goddard Electrical Services (Defib installation) - £84.30
- 19.18 J Williams Expenses (stationery, postage, ink, catering) - £135.24
- 19.19 H Williams Expenses (play area materials, office phone, CD Player) - £539.72

Payments Made:

- 19.20 Clerk's March Salary Chq No 2000
- 19.21 Finance Officer's March Salary Chq No.2001
- 19.22 HMRC Payment £174.43 Chq No 2002
- 19.23 P J Clarke Expenses: Ink, Paper, Mileage £35.95 Chq No 2003
- 19.24 F Rowe Expenses: Laptop Security, Fridge/Freezer Thermometers £36.96 Chq No 2004
- 19.25 CDC: Geminus Play Area Discharge of Condition Fee £116 Chq No 2005
- 19.26 H Williams Expenses: Office Comms, Play Area Repairs, Bark, Guttering, £82.12 Chq No 2006
- 19.27 J Williams Expenses: Post, mileage, Ink, Microsoft User Licence £173.21 Chq No 2007
- 19.28 P J Clarke: Expenses – 2 x Trees of Remembrance £65.05 Chq No 2008
- 19.29 Monthly DDR payment to 02, Clerk's mobile phone

Receipts:

- 19.30 12,250 Precept (half)
- 19.31 £89 (Grass work Autumn 2018)
- 19.32 £725 Allotments
- 19.33 £950 Spark Grant CDC
- 19.34 £591.57 CTRS Grant CDC

20. Planning (PJC)

New Applications:

- 20.1 R3.0032/19 OCC – Minor works to vehicle/footpath/cycle/ped access to new Secondary school, SW of Whitelands Way – No objections
- 20.2 19/00490/F – Vicarage Farm, Kirtlington Rd, Chesterton – Timber Garden Gazebo -No objections (concerns)
- 20.3 19/00566/F – TMUK Telecoms Mast OX0021 adjacent to Wyvale Garden Centre – No Objections
- 20.4 19/00597/F – Appleyard – Erection of 1 x 4 bed detached dwelling – t.b.a.

Decisions Pending:

- 20.5 Greves House – Fell Leylandii & Pines – No Objection
- 20.6 Bicester Gateway – Discharge Cond. (CMP)15 – Obs.
- 20.7 Smith & Butcher Gypsy Site – Appeal (29/01) against Refusal - Objection
- 20.8 Albion Land Two Ltd, Kelvin Pearce – Minor Amendments to App. 14/01675/OUT - Objs
- 20.9 Albion Land Two Ltd, Kelvin Pearce – Reserved Matters to 14/01675/OUT - Objections
- 20.10 Albion Land Two Ltd, Kelvin Pearce – Reserved Matters to 14/01675/OUT - Objections

Decisions:

20.11 19/00269/F – Grange Ford, Little Chesterton – Change of use of detached annexe to create new detached dwelling with garden and planning – No Objections (+ Comments) - **Refused**

- 21. To Receive a Report on New Residents (JH)
- 22. To Receive Correspondence Received Since the Last Meeting (PJC/JW)

Future Meetings (7.30pm unless otherwise stated):

Tuesday 4 th June 2019	Tuesday 7 th January 2020
Tuesday 2 nd July 2019	Tuesday 4 th February 2020
Tuesday 3 rd September 2019	Tuesday 3 rd March 2020
Tuesday 1 st October 2019	Tuesday 7 th April 2020
Tuesday 5 th November 2019	Tuesday, 21 st April 2020 (Annual Parish Meeting)
Tuesday, 3 rd December 2019	