

DRAFT MINUTES OF CHESTERTON PARISH COUNCIL
MEETING NO. 2019/04
Held in the Community Centre on Tuesday, 13th August 2019

Present: Philip Clarke (PJC), (Chair) Tony Thompson (TT)
Fiona Rowe (FR), Vice Chair Hugh Williams (HW)
Mike White (MW), FO Jackie Williams (JW), Clerk/RFO
Chris Muddiman (CM)
Andrew Thomas (AT)

Residents Present: 9 residents attended.

Item No.	Item	Action
1.	To Receive Apologies for Absence: It was resolved to accept apologies from Cllr Ian Corkin.	
2.	To Introduce and Welcome Mike White, incoming Finance Officer (PJC) Mike was warmly welcomed by the Committee and thanked for taking on the role.	
3.	To Approve and Sign the Minutes of Meeting 2019/03, held on 2nd July 2019 (Chair) It was resolved to unanimously approve and adopt the minutes as a true and accurate record of the meeting.	
4.	To Record Members' Declarations of Interest regarding Agenda Items (Chair) Andrew Thomas declared an interest in Item 13 as Church Warden of St Marys Church, Chesterton and Treasurer of the Council.	
5.	To Receive the County and District Councillor's Report (IC) – Chair The Committee received the written report from Ian Corkin, summarised by PJC.	
6.	To Report on Progress since the Last Parish Meeting on 4th June 2019 (PJC) * 6.1 VE75 Day Celebrations (Incl. 'Make a Difference' Grant Application) (PJC) The Committee heard the Council and village plans but that the grant application had been turned down. A request for organisational volunteers to go in the ABC.	FR
7.	To Receive a Report from the Highways Committee (PJC) 7.1 The Committee received a report on the 'Walkabout' Meeting with OCC Highways 24 th July (PJC/FR/HW). All itemised work/repairs would be logged and completed. Minor Civils to be engaged to repair the Red Cow potholed area at an approximate cost of £500/day, to be funded from Cllr Ian Corkin's Priority Fund, for which the Parish Council were very grateful. White village gates to be cleared, cleaned and painted. Volunteer village working party to clean signs, trim back greenery etc.	FR/JW
8.	To Receive a Report from the Allotment Committee (FR) The Committee received a verbal report, including ongoing work and investigation of an excessive water bill. Unanimous approval given to purchase covering for several uncultivated allotments following weed-related complaints.	

	8.1 Allotment Footpath PJC confirmed that if no response received by 23rd August, Audley Gardens residents will begin a lobbying campaign to Taylor Wimpey, to get the vital work completed.	
9.	To Receive a Report from the Community Committee (FR) 9.1 Comet Bus – Apr-Sept figures confirmed 110 passenger trips at a cost of £600 (£300 funded by Cllr Ian Corkin.) It was moved to continue and review again end March 2020. The Monday morning schedule was acknowledged as a draw back.	FR
10.	To Receive a Report from the Playing Fields Committee (HW) HW confirmed a ROSPA Inspection of both play areas scheduled for 22nd August at which he would be present. One item of adult gym to be checked for stiffness. Cricket Club subs for 2019 now paid.	HW
11.	To Receive a Report from the Planning Committee (PJC/FR) The Committee received the following verbal reports:- Planning Committee x5 – OALC Planning Training Course 21/11/19 confirmed. 11.1 Update on BSA Application No.19/00934/F (PJC) - received. BSA mtg with PC 19/8. 11.2 Update on Great Wolf Lodge Proposal, Scoping Opinion 19/01255/SCOP+ Actions to Date (PJC/HW/FR) - Report on Redwood Consultants Mtg – 9/7 – received + discussed. - Report on Joint Parishes Mtg 10/7 – received + discussed. - Report on Robert Jolley Mtg – 25/7 – received + discussed. - Report on Golf Club Members Mtg – received + discussed. - PC's Spending Powers re new bank account – JW received SLCC confirmation that PC spending powers include ability to spend donated funds from the Fighting Fund account and on planning matters. Approval given for requested spending on communication / advertising material.	
	Public Session: Discussion ensued with residents regarding Great Wolf, Transport Surveys, intended Planning Committee councillors meeting, planned Joint Parish Meeting (focus on gaining strength and impact by joint parish councils working cohesively together and sharing contacts/actions). Discussed GWR's attempt to contact schools/children.	
12.	To Receive a Report on the No Expressway Meeting 10th July 2019 (AT/TT) The committee received a verbal report from Andrew Thomas, following an earlier written report from him.. This is understood to be an economic development which, if built, will comprise new conurbations to the north and south of Bicester – 50,000 houses around Wendlebury and 75,000 to the south. Plus additional employment opportunities. Awaiting outcome of recommendation for preferred routes. PC will act at this point.	
13.	To Receive the Minutes of the Finance Committee Meeting – 26th July (PJC/MW) Minutes previously circulated to Committee. 13.1 To Vote: £1,000 donation request from St Mary's towards pollarding churchyard trees. It was clarified that due to two large donations only £400 now required. However, a motion was unanimously carried that regrettably no further funding could be offered. as 8% of the parish council's total annual precept is already spent on cutting the churchyard grass,	HW

14.	To Receive a Report on the Friends of the Burnehyll Woodland Meeting – 11th July (TT) 14.1 To discuss the proposed Burnehyll Woodland Allotments: Unanimous agreement was reached that Chesterton Parish Council did not wish to accept responsibility for managing the estimated 100 large allotment plots near Park & Ride intended for Kingsmere residents, due to distance and monitoring. Discovery of Roman (and earlier) remains and subsequent extended archaeological dig has delayed tree planting, still expected to commence before end 2019. Maintenance payment will not be forthcoming until the Chesterton access route resolved and percentage share reduced.	
15.	To Receive a Report on the Burnehyll Woodland/Tubbs Lane Footpath Meeting 26th July (PJC) PJC updated the Committee on the negotiation status, confirming a response still awaited from the resident's solicitor to our letter and the minutes of the meeting. The Parish Council unanimously agreed that the terms dictated by the resident were not considered acceptable as a point of negotiation and this would be relayed back to the solicitor.	
16.	To Receive the Monthly Finance Officer's Report and Approve Expenditure/Payments/Income 16.1 Finance Officer's Monthly Report for June (MW) – received. It was unanimously agreed to transfer £3K of the Hill Residential money into the Contingency fund for this year's budget. <u>Payments for Approval</u> 16.2 Clerk & Finance Officer's Salary - approved 16.3 HMRC Contributions - approved 16.4 Philip Clarke Expenses: mileage, ink, coffee, tea - £53.45 - approved 16.5 Fiona Rowe Expenses: Allotment Voucher - £10.00 - approved 16.5 Green Scythe: Grass Cutting - £592.20 - approved 16.6 Marchetti Gardening Services: Grounds Maintenance - £455.00 - approved 16.7 SLCC: Underpayment of Invoice 129180 (Postage) - £4.80 - approved 16.8 Waterman Graphics – 'Annexe' Signage - £55.20 - approved 16.9 PJC Expenses: Ink Cartridges - £58.46 - approved 16.10 Banbury Ornithological Society: 2 x memberships (end 2019) - £30.58 - approved 16.11 Jackie Williams: Expenses Ink (x2), postage, stationery, - £164.36 - approved 16.12 Hugh Williams: Expenses Play bark, Computer Eqpt, Generator work - £553.89 app 16.13 Monthly DDR payment to O2, Clerk's Mobile Phone - £16.80 - approved <u>Payments Made</u> 16.14 Green Scythe Ltd – May Grounds maintenance - £592.20 Chq No 2033 16.15 Jenny Hodges – Travel expenses to training course - £24.30 Chq No 2034 16.16 Fiona Rowe – Expenses (ink, paint for allotment numbering) - £33.98 Chq No 2035 16.17 Clerk & Finance Officers' Salary – Chq No 2036 + 2037 16.18 HMRC June Contributions £137.46 Chq No 2038 16.19 Linda Honey Expenses (ink, stationery) £27.60 Chq No 2039 16.20 SLCC Annual Membership £122.00 Chq no 2041 16.21 OCC Comet Bus April-Sept 2019 £300.00 Chq No 2042 16.22 CDC Non-contested election charge £39.00 Chq No 2043 16.23 A Marchetti – grounds maintenance £625.00 Chq No 2044 (repl for voided chq	

	2040) 16.24 Amity Insulation Services Ltd – Asbestos shed removal; £3,415.20 Chq No 2045 16.25 Tony Thompson – Expenses (stationery) £8.90 Chq No 2046 16.26 SLCC - Local Council Administration Book £103.99 Chq No 2047 16.27 Green Scythe Ltd – Grounds and Pitch Treatments £3,964.20* Chq No 2048 16.28 Jackie Williams – Expenses (stationery, ink, stamps, PC bus. cards) £184.06 Chq No 2049 16.29 Prysebros Ltd – Weed Control (Paths etc) £300.00 Chq No 2050 16.30 Monthly DDR payment to 02, Clerk's mobile phone £16.80 <u>Receipts:</u> 16.31 £1,847.90 VAT reimbursement 16.32 £15 Allotment Fee 16.33 £685 Parishioners' Donations to Wolf Lodge Fighting Fund Bank Account	
17.	<u>Planning (PJC)</u> <u>New Applications</u> 17.1 Great Wolf Resorts (Vanessa Thorpe) Scoping Opinion 19/01255/SCOP Redevpt of 9 holes of Golf Course to Water Theme Park – info sent 02/08 <u>Decisions Pending:</u> 17.2 A2 Dominion South Ltd, 14/01968/F – amendments to construction of new Road from Middleton Stoney Road roundabout to join Lord's Lane etc at Twenty Ha of Land of New Highway aligned with Howes Lane, Bicester - ba. 17.3 Bicester Sports Association 9/00934/F – Change of use – agricultural land + Extension of sports facilities – concerns tba. 17.4 Olive Cottage, Bignell View – Demolition of rear extension + replace with part single storey + part two storey rear extension – tba. 17.5 Greves House – Fell Leylandii & Pines – No Objection 17.6 Bicester Gateway – Discharge Cond. (CMP)15 – Obs. 17.7 Smith & Butcher Gypsy Site – Appeal (29/01) against Refusal - Objection 17.8 Albion Land Two Ltd, Kelvin Pearce – x3 Minor Amendments and Reserved Matters to App. 14/01675/OUT – Objections 17.9 R3.0032/19 OCC – Minor works to vehicle/footpath/cycle/ped access to new secondary school, SW of Whitelands Way – No objection 17.10 19/00597/F – Appleyard – Erection of 1 x 4 bed detached dwelling – concerns. 17.11 JH/03131 - Informal Pre-order Consultation re Diversion of Bicester Footpath 7 Kingsmere – No objections <u>Decisions:</u> 17.12 Stone Cottage, Bignell View, 19/00157/TCA – T1 x Ash rear of property – Crown thin 20%, crown raise 4M from ground (light purposes) – No objs -Granted 17.13 Half Mile House 19/01050 Demolition of existing building + erection of domestic outbuilding + stable block – private use only. No objections. Granted + Conditions	
18.	To Receive a Report on New Residents (JH) Welcome pack list being compiled for September meeting.	JH

19.	To Receive Correspondence Received since the Last Meeting (PJC/JW) 19.1 OCC Better Broadband for Oxfordshire Email – 29.07.19 (Clerk responded) 19.2 Review of Cherwell Polling Districts & Places – 02.08.19 (Clerk responded) 19.3 SSEN Power Failure General Guidance Notice – 30.07.19 (on noticeboards) 19.4 OALC Election Experience Survey (Clerks + Councillors) – (emailed to PC 02.8.19) 19.5 OALC/SSEN Stakeholder Workshop Event Email – (emailed to PC 02.8.19) 19.6 CPRE Event 28/8 POETS Public Meeting - Oxfordshire 2050 (emailed 04.08.19)	ALL as necess.
	Date of Next Meeting: The meeting closed at 9.40pm. The next meeting will be held on Tuesday, 3rd September 2019, 7.30pm <u>Future Meeting Dates:</u> Tuesday 1st October 2019 Tuesday 5th November 2019 Tuesday, 3rd December 2019 Tuesday, 7th January 2020 Tuesday, 4th February 2020 Tuesday, 3rd March 2020 Tuesday 7th April 2020 Tuesday, 21st April 2020 – Annual Parish Meeting	