

DRAFT MINUTES OF CHESTERTON PARISH COUNCIL
MEETING NO. 2019/02
Held in the Community Centre on Tuesday, 4th June 2019

Present: Philip Clarke (PJC), (Chair) Tony Thompson (TT)
Jenny Hodges (JH), Hugh Williams (HW)
Linda Honey (LH), Finance Officer Jackie Williams (JW), Clerk
Fiona Rowe (FR), Vice Chair

Residents Present: H Hayes, L Steptoe, C Pheasey, D Pheasey, J Ellison, L Barker, C Barker,
T Harry

Item No.	Item	Action
1.	To Receive Apologies for Absence: It was resolved to accept apologies received from Chris Muddiman (vacation) and from Cllr Ian Corkin (workload). A post-meeting apology was received from Andrew Thomas.	
2.	To Approve and Sign the Minutes of Meeting 2019/01, held on 7th May 2019 (Chair) It was resolved to unanimously approve and adopt the minutes as a true and accurate record of the meeting. FR proposed and TT seconded the motion.	
3.	To Record Members' Declarations of Interest regarding Agenda Items (Chair) None declared.	
4.	To Receive the County and District Councillor's Report (IC) – Chair It was resolved to await the forthcoming report, unavailable at the meeting due to Cllr Corkin's last minute apology.	
7.45pm - 8.15pm	The Chair opened the meeting to the public present. A statement was made about the parish council's very limited knowledge at this stage of the proposed development on the back nine holes of the Bicester Hotel, Golf & Spa. Despite poor communication to date from the UK consultants, Redwood Consulting, a meeting was scheduled for Monday 10 th June. Discussion ensued regarding the Great Wolf exhibition arrangements for the council and the public, and the Parish Council's request for a meeting with both the CDC Chief Planning Officer and OCC Highways, to raise the profile of the combined issues of the BSA proposal, the Golf Club amenities expansion and now the additional Great Wolf Resorts proposal, highlighting the need for a co-ordinated approach with respect to increased traffic and many other foreseen issues. FR minuted the Parish Council's leaflet drop to every house in Chesterton and other surrounding villages regarding the public exhibitions and that a meeting for Chesterton/Little Chesterton parishioners would subsequently be held at the Community Centre at 10am on Saturday 22 nd June to formulate a strong village response. Discussion ensued, indicating numerous reasons why this development would be totally inappropriate and extremely detrimental to the village.	

5.	To Discuss and Approve the Draft Parish Council Constitution (PJC/JW) A resolution was passed to adopt the Draft Parish Council Constitution document, subject to the minor amendments indicated at the meeting by the Clerk.	JW
6.	To Discuss and Approve the Draft Committees' Terms of Reference (PJC/JW) A resolution was passed to adopt the Draft Committees' Terms of Reference, subject to the minor amendments indicated at the meeting by the Clerk.	JW
7.	To Receive a Report from the Highways Committee (PJC) - Meeting with Ian Corkin re Highways (& Planning) 29/5/19 (PJC) – report received. - No Through Road Sign to no.s ..., Fortescue Rd (JH) – PJC to email Geoff Barrell. - Top Road Hump through Chicane (JH) – already part of Highways request. - The Hale – various issues discussed and being pursued by Parish Council. - Blocked Drains – JH to inform JW of their locations to notify OCC.	PJC JH/JW
8.	To Receive a Report from the Allotment Committee (FR) - JH reported on the Allotment Management course. It was resolved to consider smaller starter plots, covering of unused plots, and look at the varying size of plots/relative charges in September 2019 for 2020 renewal. - Asbestos shed and scrap metal removed. - DEFRA to be consulted regarding inspection of those plots with animals in view of Parish Council's lack of expertise in this area.	JH/FR/ CM
9.	To Receive a Report from the Community Committee (FR) - Church ivy coming through wall, path to cremation section and grounds in front of Brian Wood's house (JH) – AT to approach the church to manage these issues. - Burnehyll Woodland Meeting Report 22/6/19 (TT) – report received. PJC to write to Jenny Barker indicating refusal to pay until access issue sorted (with CDC's legal team) and the downward adjustment of Chesterton's percentage payment. - Primary Care in the Bicester Area 14/5/19 (PJC) – report received. - Secondary Education Provision on Kingsmere 22/5/19 (PJC) – report received.	AT PJC
10.	To Receive a Report from the Playing Fields Committee (HW) Report received from HW regarding condition of zipwire and both play areas in general. ROSPA inspection in July to be amended to include toddler <u>and</u> main play area. An extra cost of approx £40 expected.	HW
11.	To Receive an Update on the Community Emergency Plan & SSE Application (FR) The Committee learned that the 2019 SSE Grant application will be delayed for one year to allow for the completion of the Community Emergency Plan by the Community Committee starting 19 th June. A sign for the "Annexe" to be ordered.	FR JW
12.	To Receive an Update on the Oxford-Cambridge Expressway (PJC) It was resolved to exhibit any "No Expressway" information simultaneously with the release of further information regarding proposed possible route options later in the year.	PJC
13.	To Confirm Attendance Arrangements for the Parish Liaison Meeting 11/6/19 (JW) JW confirmed attendance places reserved for PJC, FR and AT from 6.30pm. JW attending from 6pm for Clerks' "Speak Easy" session.	PJC/FR /JW

14.	To Receive an Update on Audley Gardens Footpath Across Allotments (PJC/FR)) If no successful outcome is achieved, following Sean Tilbury's contact with OCC, it was resolved to encourage Audley Gardens residents to lobby OCC to raise awareness of the urgent need for its completion.	PJC/FR
15.	To Discuss and Progress the Parish Development Plan (PJC) It was resolved to delay the progression of the Parish Development Plan until later in the year, once there is a clearer idea of potential outcomes/consequences of imminent and substantial planning proposals etc.	PJC
16.	To Receive the Monthly Finance Officer's Report and Approve Expenditure/Payments/Income 16.1 Finance Officer's Monthly Report for May (LH) – received <u>Payments for Approval:</u> 16.2 Clerk's May Salary - approved 16.3 Finance Officer's May Salary - approved 16.4 HMRC £137.66 - approved 16.5 David Pheasey – Website Charges £154.80 - approved 16.6 Zurich Insurance – Annual Renewal £1,582.70 - approved 16.7 H Williams – Expenses: Play Area Tools £16.99 - approved 16.8 J Williams – Expenses: Postage & Stationery £52.76 - approved <u>Payments Made:</u> 16.9 Clerk's April Salary - Chq No. 2010 16.10 Finance Officer's April Salary - Chq no 2011 16.11 HMRC Payment - £122.85 - Chq No 2012 16.12 Monthly DDR payment to 02, Clerk's mobile phone 16.13 OALC Allotment Management Course for JH – £102 Chq No 2009 16.14 OCC – Comet Bus Contributions Nov 18-Mar 19 - £230.77 - Chq No.2013 16.15 Green Scythe - grounds maintenance - £106.80 – Chq No. 2014 16.16 Anna Marchetti - £528.00 – Chq No. 2015 16.17 GMD Plumbing & Heating (boiler service) - £60.00 – Chq No. 2016 16.18 Waterman Graphics (play area/pavilion signage) - £1,202.40 – Chq No.2017 16.19 Green Scythe (football pitch maintenance) - £93.60 – Chq No. 2018 16.20 Chesterton Pavilion Sinking Fund - £180.00 – Chq No. 2019 16.21 Bicester Engraving Services (2 x war memorial plaques) - £200 – Chq No. 2020 16.22 F Rowe Expenses (highchair, hazard tape) - £66.47 – Chq No. 2021 16.23 Goddard Electrical Services (Defib installation) - £84.30 – Chq No .2022 16.24 J Williams Expenses (stationery, postage, ink, catering) - £135.2 – Chq No. 2023 16.25 H Williams Expenses (play area materials, office phone, CD Player) - £539.72- Chq No. 2024 <u>Receipts:</u> 16.26 £367.44 - CIO – to reimburse payments made in error from PC account 16.27 £200.00 - CIO – donation to assist with insurance payment 16.28 £325.00 - Cricket Subs for last financial year 16.29 £130.00 - Allotment Holders - Rent	

	It was resolved to allocate a small sum of money from Mr Douglas' donation via the Rotary Club to cover the set-up costs of the Friends of Burnehyll Woodland support group (stationery, ink etc) incurred by David Jones. PJC to ascertain the figure from David Jones. LH confirmed that this year's audit has been sent to the External Auditor and the Redecoration for the Pension Regulation has also been made this month.	PC/LH
17.	17. <u>Planning</u> (PJC) <u>New Applications:</u> 17.1 JH/03131 - Informal Pre-order Consultation re Diversion of Bicester Footpath 17.2 19/00587/F – 9 The Woodlands, conservatory demolition, garden room construction + kitchen extension – No objections <u>Decisions Pending:</u> 17.3 Greves House – Fell Leylandii & Pines – No Objection 17.4 Bicester Gateway – Discharge Cond. (CMP)15 – Obs. 17.5 Smith & Butcher Gypsy Site – Appeal (29/01) against Refusal – Objection 17.6 Albion Land Two Ltd, Kelvin Pearce – x3 Minor Amendments and Reserved Matters to App. 14/01675/OUT – Objections 17.7 R3.0032/19 OCC – Minor works to vehicle/footpath/cycle/ped access to new Secondary school, SW of Whitelands Way – No objections 17.8 19/00597/F – Appleyard – Erection of 1 x 4 bed detached dwelling – Concerns regarding material considerations indicated. <u>Decisions:</u> 17.9 19/00490/F – Vicarage Farm, Kirtlington Rd, Chesterton – Timber Garden Gazebo – No objections (concerns ref size) – Granted (conditions) 17.10 19/00566/F – TMUK Telecoms Mast OX0021 adjacent to Wyvale Garden Centre – No objections – Granted (conditions)	
18.	To Receive a Report on New Residents (JH) The Committee learned that with the show home now occupied, and the 'office' vacated the occupancy schedule was much more difficult secure. FR to ring Adrian regarding the Clerk's potential access/use of the remaining noticeboard.	JH FR
19.	To Receive Correspondence Received since the Last Meeting (PJC/JW) 19.1 Letter from Redwood Consulting (15.05.19) regarding Bicester Hotel, Golf & Spa Proposed Development. Matter discussed at great length during public session. 19.2 Phone call from Tony Harry re: grass cutting issue on Alchester Park (PJC). – Not the responsibility of the Parish Council and still no response to date from Hill. Tony Harry to supply PJC with an alternative contact. 19.3 Email from a resident in Tubbs Lane regarding the Chairman's Report in the ABC, requesting clarity on the meaning of the term "access down Tubbs Lane". Response sent to resident by PJC.	PJC

	Date of Next Meeting: The meeting closed at 9.40pm. The next meeting will be held on Tuesday, 2nd July 2019, 7.30pm <u>Future Meeting Dates:</u> Tuesday 3rd September 2019 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	
--	--	--