

MINUTES OF CHESTERTON PARISH COUNCIL
MEETING NO. 2020-02
Held via Zoom on Tuesday, 2nd June 2020

Present: Philip Clarke (PJC), Chair Andrew Thomas (AT)
Ian Corkin (IC), CDC+OCC Cllr Jackie Williams (JW), Clerk
Jenny Hodges (JH)
Fiona Rowe (FR), Vice Chair

Residents Present: 0

Item No.	Item	Action
1.	To Receive Apologies for Absence: It was resolved to accept apologies from Cllr Tony Thompson and Mike White (FO/RFO), who were unable to join the meeting due to technical issues.	
2.	To Approve and Sign the Minutes of the last Designated Committee Meeting held on 14th May 2020 (Chair) A resolution was passed to unanimously approve and adopt the minutes as a true and accurate record of the meeting.	
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 A verbal update report was gratefully received, encompassing:- • No further news to date re Great Wolf Resorts or BSA Planning Applications • Dorchester Masterplan traffic implications (refer mtg 1st June 2020) • CDC and OCC slowly returning to normal practice • Track & Trace update – work in progress in line with other counties • Active Transport Fund - potential relevance to Allotment Footpath issue • Middleton Stoney Rd resurfacing w/c 17th August – A4095 traffic implication.	
5.	To Receive a Report from the Highways Committee (PJC/FR) • Scheduled village roadworks nearly complete. Alchester Rd to be completed within next two weeks. • Disabled Parking Bays – still chasing.	FR
6.	To Receive a Report from the Allotment Committee (FR) • New lock on gate. • Only two half plots remain vacant. To be strimmed. • Tenants to be emailed re reported use of hoses.	FR FR/JW
7.	To Receive a Report from the Community Committee (FR/PJC/AT) 7.1 Security Measures Planning: • FR/PJC/JW meeting with CDC Traveller Service Manager 5th June to discuss adequate Traveller prevention measures.	FR/PJC/JW JW

	PJC/FR/JW compiling a Viridor Grant funding list. JW arrange Zoom mtg. 7.2 Home Visits Support: In place and ongoing. 7.3 Bedford Pilgrims Housing Association: Details provided to residents. 7.4 Oxfordshire Community Foundation Grant Award: AT reported award of £1,600 grant funding for Red Cow bus shelter conversion into a free library. AT to project manage. Costings / working party to be organised asap.	JW AT/JW
8.	To Receive a Report from the Friends of Burnehyll Woodland (TT) A brief report was received from Tony Thompson confirming the woodland was still not open, and the archaeological survey was still awaited. Philip Clarke elaborated that Countryside Properties' solicitors were holding back progress due to a number of issues still needing resolution. Unauthorised public use has been reported, including transgression from footpaths and swimming in the attenuation pond. Ian Corkin reported on positive discussions with Paul Almond. PJC to maintain positive email communication with Paul.	PJC
9.	To Receive a Report from the Pavilion & Playing Fields Committee (FR) Fiona Rowe confirmed quote being obtained for new fencing from Church Road corner to Pavilion, to include reinstatement of large metal gate and new pedestrian gate. Concrete block to remain? Figures to be included on Viridor grant application. Fiona to forward Ian Corkin's recommendation that Pavilion should apply for CDC grant funding.	FR/PC FR
10.	To Receive Various Reports from the Planning Committee (PJC/FR/AT/JH) 10.1 Audley Gardens/Allotment Footpath (PJC/FR): Ian to pursue with CDC/OCC and potential funding eligibility in next tranche of Active Transport Funds. 10.2 Alchester Road Parking Proposals: Working group to submit agreed amendments back to CDC (cc: IC). Two questions remain unanswered: a) How will it affect residents and b) will residents be consulted?	IC AT/IC
11.	To Review and Adopt Amended 2020 Standing Orders (JW) It was resolved to agree and adopt the previously circulated revised 2020 Standing Orders as amended by a working party and the Clerk. Proposed by Andrew Thomas and seconded by Fiona Rowe. Agreement was unanimous.	JW
12.	To Receive and Approve the Parish Council Protocol for 'Operation London Bridge' (JW) It was resolved to approve and adopt the recommendations as laid out in the previously circulated protocol document produced by the Clerk following an SLCC webinar attendance. Indicated purchases and procedures to be carried out.	JW
13.	To Receive the Finance Officer's Monthly Report, Discuss Other Finance Matters and Approve Expenditure/Income (MW) 13.1 The Finance Officer's Report (incorporating April and May) were accepted. No questions arose. 13.2 It was resolved to accept the AGAR Annual Accounting Statement 2019/20 paperwork circulated prior to the meeting. Proposed by Andrew Thomas, seconded by Jenny Hodges, agreement unanimous. <u>Payments for Approval:</u> It was resolved to unanimously approve the following payments:- 13.3 Ambrosden Parish Council (training reimbursement fees) £216.00	MW

	13.4 O2 Clerk's mobile phone bill £23.82 13.5 Salaries (Clerk + FO) £880.10 13.6 HMRC Contributions £165.71 13.7 SLCC Clerk Training 'Operation London Bridge' £36.00 13.8 SLCC Clerk Training 'Document Accessibility' £36.00 13.9 Green Scythe Ltd Village Grass Cutting – April £603.00 13.10 SLCC FO Training 'End of Year' £42.00 13.11 Fiona Rowe Expenses (Allotment Gate Lock) £25.00 13.12 SLCC Annual Membership £161.00 13.13 Jackie Williams Expenses (Printer, Safe, Generator Parts) £927.96 13.14 CAS Parish Council Annual Insurance Premium £1,015.95 13.15 Mike White, FO Expenses £12.34 <u>Great Wolf:</u> 13.16 Applied Landscape Design (Great Wolf Resorts Consultancy) £1,476.00	
14.	<u>Planning (PJC)</u> <u>New Applications:</u> 14.1 20/01331/F – March Hares, Alchester Rd – Creation of habitable room from existing workshop; defenestration and addition of 2 rooflights, rear conservatory extension; TBA 14.2 20/01305/DISC – Appleyard, Alchester Rd – Discharge of Conditions 3, 4, 6, 7, 8, 9 +10 of application 19/00597/F – TBA 14.3 20/00531/F 2 Chesterton Court – Removal of S+VP from exterior + minor internal alterations – No objections <u>Decisions Pending:</u> 14.4 20/00293/OUT Bicester Gateway – Outline App: Phase 1B B1 office space, residential units, gym, café, mixed use co-working hub, multi-storey carpark, games area, amenity space. No Objections 14.5 19/02941/F Huish House, Home Farm Close, Chesterton – change of use from agricultural to Residential. Objection 14.6 19/00934/F - Bicester Sports Association– Change of use – agricultural land + Extension of sports facilities + Re-Consultation – Objections + Concerns. <u>Decisions Made:</u> 14.7 18/00042/REFAPP - Smith & Butcher Gypsy Site – Appeal (29/01) against Refusal – Objection (Appeal Inquiry Date 15.10.19 – 3 days) Granted 14.8 R3.0101/18 Chesterton Primary School – Details pursuant to Condition 5 (Construction Traffic Management Plan) of app: 18/01811/OCC. Granted 14.9 R3.0101/18 Chesterton Primary School – Details pursuant to condition 3 (Arboricultural Impact Assessment) of App: 18/01811/OCC. Granted 14.10 19/02958/F Bicester Gateway – Foul Water Tank + Pumping Station Compound – Holiday Inn Express Hotel Granted 14.11 19/02953/ADV Bicester Gateway - Various illuminated + non-illuminated signage – Holiday Inn Express Hotel Granted	

	14.12 19/02550/F Great Lakes UK Ltd (Great Wolf Resorts) – Redevelopment of part of golf course to provide new leisure resort, waterpark, entertainment centre, hotel, conferencing facilities, restaurants + parking. Refused 14.13 19/01740/HYBRID – Catalyst Bicester/Albion – Adj to Promised Land Farm, Wendlebury Rd - 23,400 Sq m Wetland, health & racquets club, tennis courts, pools, spa etc. Granted 14.14 19/01746/OUT – Catalyst Bicester/Albion – Land adj to Promised Land Farm, Wendlebury Rd, 10,200sq m B1 Devpt, access + landscaping . Granted 14.15 20/00468/F – Grange Ford, Chesterton Change of use of detached annexe building to provide temporary accommodation when not otherwise occupied – Granted 14.16 20/00506/F – The Tithe Barn, Manor Farm Lane – Installation of 2x dormer windows – Withdrawn 14.17 20/00113/CLUE Charles Lane Fox, Bignell Park Barns, Kirtlington Road, Chesterton – Certificate of Lawful Use Existing for former agricultural barn used for ancillary office storage since '95. Granted 14.18 20/00309/F 6 The Green, Chesterton – Variation to conditions of Planning App 19/01337/F (plans/brick samples/change to render). Granted	
15.	To Receive a Report on New Residents (JH) None to report.	
16.	To Review Correspondence Received Since Last Meeting (PJC/JW) Philip Clarke confirmed ongoing email communication with resident regarding Parish Councillor vacancy.	
	The meeting closed at 8.55pm Date of Next Meeting: Tuesday, 7th July, 7.30pm <u>Future Meeting Dates:</u> Tuesday, 1st September 2020 Tuesday, 13th October 2020 Tuesday, 3rd November 2020 Tuesday, 1st December 2020 Tuesday, 5th January 2021 Tuesday, 2nd February 2021 Tuesday, 2nd March 2021 Tuesday, 6th April 2021 Tuesday, 20th April 2021 – Annual Parish Meeting	