

MINUTES OF CHESTERTON PARISH COUNCIL
MEETING NO. 2019/11
Held in the Community Centre on Tuesday, 3rd March 2020

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

Public Attendance: 3

Item No.	Item	Action
1.	To Receive Apologies for Absence: It was resolved to accept apologies from Ian Corkin, due to a prior meeting.	
2.	To Approve and Sign the Minutes of Meeting 2019/10, held on 4th February 2020 (Chair) 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 It was resolved to await the report in due course.	
5.	To Accept Resignation from Cllr Hugh Williams Effective end-March 20 and Revisit Committee Structures (attached to agenda) (PJC) The Committee thanked Hugh immensely for his major efforts during his time on the Parish Council regarding the play area maintenance, generator installation, and his invaluable input to both the Great Wolf Resorts Objection and also the Gypsy Appeal. Hugh assured the Committee of his continued ongoing support in any way he can. It was unanimously agreed to continue as currently, although the composition of the committees may well change in the future.	
6.	To Discuss the Parish Council Actions List (attached to agenda) PJC The various areas and responsibilities of work weighing heavily upon the Parish Council were discussed, and the need for them to be more fairly allocated to designated councillors was agreed, to facilitate the efficient and fair running of the Parish Council. It was agreed that HW and AT would be involved with the setting up of the new Parish Council website.	ALL
7.	To Receive a Report from the Highways Committee (PJC/FR) FR reported on the various issues within the village currently being pursued with OCC Highways. A 40mph speed limit has been recommended along The Hale	

	from the 30pmh sign to the crossroads. However, more work is required re Green Lane and Alchester Road reductions. The prohibitive cost of £2K per speed reduction, led to unanimous agreement that all three reductions should be submitted as one request thereby saving the parish council £4K. Cllr Corkin to chase progress on Green Lane and Alchester Road. An update was received on the current situation regarding the premature commencement of building works at Chesterton Primary School prior to approval of the Traffic Management and Arboricultural plan. Wider local resident notification also to be pursued.	IC FR
8.	To Receive a Report from the Allotment Committee (CM) The Committee received an extensive report on the many tasks planned and already in hand, although delayed due to the current spate of storms. Ground covering has been purchased for unused plots, once strimmed. A response from DEFRA and/or RSPCA to be pursued. Taylor Wimpey have been requested to repair their wooden fence leaning on to the allotment fence and a shed.	FR/CM/JH
9.	To Receive a Report from the Community Committee (FR) 9.1 Spring Clean arrangements in ABC. Disappointing response to date. TT to manage co-ordination on both days due to absence of JW & FR. 9.2 Comet Bus - Sadly, it was unanimously agreed that the Parish Council could no longer justify an annual precept expenditure of £600 (with equal subsidy from Cllr Corkin) on a bus service catering for a max of 2 villagers (official figures rec'd). Predicted usage had been much higher. The independently run Friday morning service still currently operates. FR to advise residents of this availability.	TT JW FR
10.	To Receive a Report from the Pavilion & Playing Fields Committee (FR/HW) Nothing to report since last meeting. Joint agreement signed and returned. JW to circulate copies as necessary.	JW
11.	To Receive a Report from the Planning Committee (PJC/JH/JW) 11.1 Great Wolf Lodge Application + Response 19/02550/F: DP9 countered the PC response. Carter Jonas to produce final 2-page document, reiterating our objection. Possibility of going before Committee in March. All CDC councillors received our response + executive summary. Also written to four GWR directors in Chicago, 35 parish councils and other businesses. 11.2 Tubbs Lane Public Right of Way Update (TT) – no progress made to date. TT yet to commence work. 11.3 Audley Gardens/Allotment Footpath – FOI request (PJC/FR) – Met with Taylor Wimpey Technical Director, who is pursuing with OCC and submitted footpath design and cost. HW made FOI request on S106 details, and breakdown of spend on The Ginnel. JW also requested breakdown of The Ginnel costs from Geoff Barrell. 11.4. BSA – Sport England Report and its possible effects were discussed.	HT/JW TT HT/JW

12.	To Discuss Proposed Reviewed Members' Allowances Scheme (PJC) It was unanimously resolved that the Parish Council would once again not be taking any allowances available to Councillors due to the detrimental effect on the parish precept.	
13.	To Receive the Finance Officer's Monthly Report and Approve Expenditure/ Payments/Income (MW) 13.1 To Receive the Finance Officer's Monthly Report for February 2020 (MW) A comprehensive report was received from the Finance Officer, indicating that the budget for 20/21 would be tight. No questions were raised. 13.2 The 2019/20 Internal Audit Report by P Hood was unanimously approved, subject to the replacement of 'Caversfield' with 'Chesterton'. JW to indicate the same to the internal auditor. 13.3 The role of RFO to be discussed at the upcoming Quarterly Finance Meeting on 13th March. MW requested parish councillors bank details in order to facilitate expenses reimbursement directly into banks, rather than by cheque. <u>Payments for Approval</u> 13.4 Clerk's Salary £716.79 - Approved 13.5 Finance Officer's Salary £154.75 - Approved 13.6 HMRC Contributions £176.06 - Approved 13.7 Banbury Ornithological Society 2 x Memberships £35.00 - Approved 13.8 Cllr Fiona Rowe, Expenses (mileage + plants) £118.69 - approved 13.9 Anna Marchetti, Grounds Maintenance (Allotments/other) £155.00 -App 13.10 Cllr Philip Clarke, Expenses (paper, ink) £36.59 - Approved 13.11 OALC, Annual Subscription 20/21 £202.64 - Approved 13.12 OPFA, Annual Membership £42.00 - Approved 13.13 Jackie Williams Expenses: Microsoft Licence, office eqpt, postage £654.60 13.14 Monthly DDR Payment to 02, Clerk's mobile phone £16.80 - Approved <u>Great Wolf Account</u> 13.15 Carter Jonas, Planning Consultancy Fee £3,960 - Approved 13.16 Jackie Williams, Expenses (postage, paper, ink) £120.13 - Approved <u>Payments Made:</u> 13.17 Jackie Williams Clerk's Salary £716.59 (2121) 13.18 Mike White, Finance Officer's Salary £154.75 (2122) 13.19 HMRC, Contributions £176.26 (2123) 13.20 OALC Audit Training Course FO + Clerk (RFO) £120.00 (2124) 13.21 OALC Internal Audit Training Course Clerk (RFO) £60.00 (2125) 13.22 OALC Charitable Trusts Training Course (F Rowe) £108.00 (2126) 13.23 Waterman Graphics Ltd – Allotment 'Dogs on Lead' Sign £50.40 (2127) 13.24 Information Commissioner's Office Annual Registration £40.00 (2128) 13.25 Castle Water – Allotment Water Bill £2.30 (2129)	JW JW ALL Approved

	13.26 Community First Oxfordshire Annual Membership £55.00 (2120) 13.27 SLCC Webinar Training Course £36.00 (2131) 13.28 Jackie Williams, Clerk's Expenses: Ink, stationery, sundries £75.42 (2132) 13.29 OALC Councillors Refresher Training FR, JH, TT, CM £432.00 (2133) <u>Great Wolf Account</u> 13.30 Paul Basham Associates (Transport Consultancy) £1,350.00 (069) 13.31 Paul Basham Associates (Transport Consultancy) £450.00 (070) <u>Receipts:</u> None	
	At this point the meeting was opened up to the 3 members of public present. The sad subject of the serious accident at the Little Chesterton crossroads requiring air ambulance assistance was discussed. It was hoped that this would highlight yet again the parish council's strong arguments for speed limit reductions + more adequate signage around said junction. Cllr Corkin pursuing.	IC
14.	<u>Planning (PJC)</u> <u>New Applications:</u> 14.1 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. No objections but requested condition for office use only 14.2 20/00309/F 6 The Green, Chesterton – Variation to conditions of Planning App 19/01337/F (plans/brick samples/change to render). TBA 14.3 R3.0101/18 Chesterton Primary School – Details pursuant to Condition 5 (Construction Traffic Management Plan) of app: 18/01811/OCC. TBA 14.4 R3.0101/18 Chesterton Primary School – Details pursuant to condition 3 (Arboricultural Impact Assessment) of App: 18/01811/OCC. TBA 14.5 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. TBA <u>Decisions Pending:</u> 14.6 19/02941/F Huish House, Home Farm Close, Chesterton – change of use from agricultural to Residential. (Objection) 14.7 19/02958/F Bicester Gateway – Foul Water Tank + Pumping Station Compound – Holiday Inn Express Hotel (no objections) 14.8 19/02953/ADV Bicester Gateway - Various illuminated + non-illuminated signage – Holiday Inn Express Hotel (no objections) 14.9 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. Objection. 14.10 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. no objections but major traffic concerns.	

	14.11 19/01746/OUT – Catalyst Bicester/Albion – Land adj to Promised Land Farm, Wendlebury Rd, 10,200sq m B1 Devpt, access + landscaping . No objections but traffic concerns. 14.12 19/00934/F - Bicester Sports Association– Change of use – agricultural land + Extension of sports facilities + Re-Consultation – Objections + Concerns. 14.13 18/00042/REFAPP - Smith & Butcher Gypsy Site – Appeal (29/01) against Refusal – Objection (Appeal Inquiry Date 15.10.19 – 3 days) Attended + Obj. <u>Decisions Made:</u> None	
15.	To Receive a Report on New Residents (JH) None to report. Final Audley Gardens property sale has fallen through yet again.	
16.	To Review Correspondence Received Since Last Meeting (PJC/JW) 16.1 In the absence of any village interest in assisting with VE75 Day celebrations, the Committee were informed of the VE75 Day Plans by the Red Cow including afternoon tea and a '40s band, outdoor cinema, bar, food and disco in the evening. The Parish Council agreed to make a donation of £300 towards some of these costs with a matched funding request to be made to the CIO and £600 from other outside sources. 16.2 The Committee were informed of an emailed report by David Jones regarding progress on the Burnehyll Woodland being delayed due to archaeological investigations. 16.3 It was agreed that councillors would inform the clerk of periods of absence of one week or more, to ensure information circulation is not delayed unnecessarily.	
	The meeting closed at 8.55pm Date of Next Meeting: Tuesday, 7th April, 7.30pm <u>Future Meeting Dates:</u> Tuesday, 5th May 2020 – Annual Parish Meeting Tuesday, 2nd June 2020 Tuesday, 7th July 2020 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	