

Chesterton Parish Council
Minutes of the Designated Committee Meeting (via Microsoft Teams)
Thursday, 7th May 2020, 6pm

In Attendance: Philip Clarke (PJC), Chair
Fiona Rowe (FR), Vice Chair
Mike White (MW), Finance Officer
Andrew Thomas (AT) Councillor
Jenny Hodges (JH), Councillor
Jackie Williams (JW), Clerk)

76. Minutes of 30th April 2020 (ALL): – Unanimously agreed.
77. Progress Update from previous meeting of 30th April 2020 (ALL):
- Pavilion Fencing: a section of this requires Planning approval. S Honey organising.
 - Safe on order. (JW)
 - PJC written to resident re Parish Councillor vacancy.
78. Covid-19 Grant Funding Update:
- OCF grant paperwork submitted. AT awaiting response.
79. Finance Matters (MW):
- External Audit Progress: Papers circulated. Any queries to FO prior to official agreement at next meeting. **(ALL)**
 - Pavilion Account: Future meeting to be arranged **(PJC/FR)**.
 - AT signatory authorisation now complete.
80. Allotment Update (FR/JH): Inspections made. Excellent progress being made. Clerk circulated general email re outstanding issues (strimming/play equipment/water usage/rubbish) to all tenants. Missing gate lock to be replaced and new code issued. Unanimous agreement to strimming of overgrowth at Fortescue Rd end of allotment footpath. **(FR)**
81. Other Issues for Discussion:
- Bus Stop (FR): AT to research availability of red telephone box on Top Green for use as a second free village library. Existing Top Green bus stop to remain as is. **(AT)**
 - Dog Bin Request (JW): Resident's suggested locations for extra dog bins not possible due to CDC emptying impracticalities. Consideration to be given to possible location for unused dog bin **(ALL)**.
 - Bicester Gateway Planning App: 19/00934/F (Reconsultation 20/00293/OUT): Planning Committee to examine new documentation on CDC portal, to ascertain if further response required **(PJC/FR/JH/AT)**.
 - St Mary's Church Food Bank Request (AT): Parish Council fully support this effort but suggest the church porch to be a logical collection point. When available, details to be included in weekly village flyer for village participation. **(AT)**
 - Training Requests: Request for two Clerk webinar courses agreed at £30+VAT each. Finance webinar course details to be forwarded to FO for consideration. **(JW)**

82. June Virtual PC Meeting Arrangements (PJC): Date agreed for Tuesday, 2nd June at 7.30pm via Zoom. It was agreed that this should be considered a practice meeting, prior to going 'live' with public for July's PC Meeting. **(PJC/JW)**
83. Date of Next Meeting: Thursday, 14th May 2020 at 6pm (via 'Teams')

The meeting closed at 7pm.