

**DRAFT MINUTES OF CHESTERTON PARISH COUNCIL
MEETING NO. 2019/06**

Present: Philip Clarke (PJC), Chair Mike White (MW), FO
Jenny Hodges (JH) Hugh Williams (HW)
Fiona Rowe (FR), Vice Chair Jackie Williams (JW), Clerk/RFO
Andrew Thomas (AT) Ian Corkin (IC), District/County Cllr

Public Attendance: 2

Item No.	Item	Action
1.	To Receive Apologies for Absence: It was resolved to accept apologies from Tony Thompson and Chris Muddiman due to holiday commitments.	
2.	To Approve and Sign the Minutes of Meeting 2019/05, held on 5th September 2019 (Chair) It was resolved 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) AT confirmed a professional interest in item 14.4 – tree works to be carried out at St Mary's Church.	
4.	To Receive the County and District Councillor's Report (IC) – Chair Cllr Ian Corkin worked through his previously circulated, comprehensive written report in great detail. Wholehearted thanks for his tremendous efforts were expressed by the Parish Council, on behalf of the village.	
	<u>Public Session</u> At this point the Chair opened the meeting to the public. No questions forthcoming.	
5.	To Report on Progress Since the Last Council Meeting 3rd December 2019 (PJC) • Still awaiting contact from Taylor Wimpey MD, ref Audley Gardens footpath. • Safety measures for Alchester Road end of The Ginnel in progress. • VE75 Day – only one volunteer to date. Focus on this from November onwards. • Comet Bus timetable now on bus shelters, noticeboards, website and will be in Nov ABC. • Summer Activities Programme to continue next year. • New bench oiled by volunteer resident.	JW ALL TT
6.	To Receive a Report from the Highways Committee (PJC/FR) 6.1 IC to chase reason for Taylor Wimpey's last-minute halt to repairs on The Hale. 6.2 Alchester Rd end of The Ginnel scheduled for redesign work. Date awaited. 6.3 Red Cow Potholes + Top Green old road - FR to chase Skanska for quote re Minor Civils Work – kindly funded from Cllr Corkin's Priority Fund.	IC FR FR

7.	To Receive a Report from the Allotment Committee (FR) 7.1 Chris Muddiman to meet with resident regarding a suggestion and report outcome back to next committee meeting. 7.2 Use of 'unattended' incinerators to be stopped (new clause to be included in 2020/21 Tenancy Agreement). 7.3 Chris Muddiman to request two allotment holders to remove children's play equipment from plots for reasons of H&S and inappropriate use of allotment plots and report back at next meeting. 7.4 Verbal complaint received regarding inappropriate dress by another allotment holder whilst working on allotment (underwear/bikini) was discussed. New dress code clause to be added to 2020/21 tenancy agreement. General statement to be circulated to all allotment holders regarding above issues.	CM CM/JH/FR/JW CM CM/JW JW
8.	To Receive a Report from the Community Committee (FR) 8.1 Sign Cleaning' presentation delayed in Rebecca McNaught's (Communities OCC) absence. Sign cleaning to go ahead on 9 th October 2019 involving several volunteers.	FR
9.	To Receive a Report from the Playing Fields Committee (HW) No notification of any broken play equipment. Longer lasting play bark/matting to be investigated.	HW
10.	To Receive a Report from the Planning Committee (PJC/JW) 10.1 Gypsy Site Appeal 18/00042/REFAPP (PJC) 3 days – PJC/FR to attend am 15/10 to register intention to speak. (Cllr Ian Corkin left the meeting at this point.) 10.2 Update on BSA Application No. 19/00934/F (PJC) – discussed. 10.3 Update on The Great Wolf Lodge Proposal (PJC/FR/JW) – discussed. 10.4 Tubbs Lane Public Right of Way Update (PJC/FR) – discussed. 10.5 Burnehyll Woodland Planning Application 19/01351/CDC (PJC) – discussed.	PJC/FR
11.	To Receive the Monthly Finance Officer's Report and Approve Expenditure/ Payments/Income (MW) 11.1 Finance Officer's Monthly Report for September 2019 (previously circulated). This report was discussed. <u>Payments for Approval</u> 11.2 Playsafety Ltd -Rospa Play Area Inspection £136.80 - approved 11.3 Clerk & Finance Officer's Salaries- approved 11.4 HMRC Contributions £176.26 - approved 11.5 Green Scythe Ltd – Grounds Maintenance – July £592.20 - approved 11.6 National Allotment Society – Annual Subscription £66.00 - approved 11.7 A Marchetti – Grounds Maintenance – £640.00 - approved 11.8 Monthly DDR payment to O2, Clerk's Mobile Phone - £16.80 - approved <u>Great Wolf Account</u> 11.9 Vinyl Banners Printing - £110.00 - approved 11.10 Banner Buzz – 30 Yard Signs - £363.30 - approved 11.11 Ox Uni Print – 2,000 A5 leaflets - £175.00 - approved	MW

	<u>Payments Made:</u> 11.12 Chesterton Pavilion VAT reimbursement claimed on CIO's behalf £46.97 (2064) 11.13 CCP – Reimbursement for payment of Allotment Water Bill £197.12 (2066) 11.14 OALC – Training Course for 5 members of Planning Committee £ 270.00 (2067) 11.15 Clerk & Finance Officer's salaries (2068, 2069 + 2070) 11.16 HMRC Contributions (2071) 11.17 David Jones - Expenses re Burnehyll Woodland Administration £100.00 (2072) 11.18 Waterman Graphics – Replacement for Unpresented Cheque (2059) £55.20 (2073) 11.19 Castle Water – Allotment Water Bill £18.67 (2074) 11.20 Mike White – Expenses (Stationery) £35.70 (2075) 11.21 Philip Clarke – Expenses (Stationery) £14.95 (2076) 11.22 Jackie Williams – Expenses (Ink & Stationery) £81.89 (2077) 11.23 Hugh Williams – Expenses (Ink & Paper) £20.00 (2078) 11.24 Moore Stephens – Annual External Audit Fees £360 (2079) 11.25 Monthly DDR payment to O2, Clerk's Mobile Phone - £16.80 (Cheque 2065 voided) <u>Receipts:</u> 11.26 £12,250.00 - Second Precept Payment	
12.	<u>Planning (PJC)</u> <u>New Applications</u> 12.1 19/01600/F Bicester Gateway Business Park – Compound and enclosure Siting for 3 x LPG tanks within car park of approved hotel – no objections. 12.2 19/00934 BSA Re-consultation application – comments made. 12.3 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. tba 12.4 19/01746/OUT – Catalyst Bicester/Albion – Land adj to Promised Land Farm, Wendlebury Rd, 10,200sq m B1 Devpt, access + landscaping . tba <u>Decisions Pending:</u> 12.5 19/01351/CDC Land North of Park & Ride Adj to Vendee Drive. Change of use from agricultural (arable) to informal recreation with public access – Comments made. 12.6 19/01692/TCA Andrew Thomas, St Mary's Church. T1 x Sycamore Fell, T2 X Holly 30% Height reduce, G1 x 5 Line – Repollarded. No Objection. 12.7 19/01255/SCOP - Great Wolf Resorts (Vanessa Thorpe) Scoping Opinion Redevpt of 9 holes of Golf Course to Water Theme Park – Info sent 02/08. 12.8 19/00934/F - Bicester Sports Association– Change of use – agricultural land + Extension of sports facilities – Objections + Concerns. 12.9 18/00042/REFAPP - Smith & Butcher Gypsy Site – Appeal (29/01) against Refusal – Objection (Appeal Inquiry Date 15.10.19 – 3 days)	

	<u>Decisions Made:</u> 12.10 19/01337/F 6 The Green. Extension to existing house (as started under 14/01453/F) + division into a separate dwelling. Comments + observations made. Granted + Conds	
13.	To Receive a Report on New Residents (JH) Welcome packs distributed for delivery to new residents on Audley Gardens.	JH
14.	To Review Correspondence Received Since Last Meeting (PJC/JW) All correspondence dealt with during the month.	JW
	The meeting closed at 9.45pm. Date of Next Meeting: The next meeting will be held on Tuesday, 5th November 2019, 7.30pm <u>Future Meeting Dates:</u> 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	