

**DRAFT MINUTES OF CHESTERTON PARISH COUNCIL
MEETING NO. 2020-03
Held via Zoom on Tuesday, 7th July 2020**

Present:	Philip Clarke (PJC), Chair	Andrew Thomas (AT)
	Ian Corkin (IC), CDC+OCC Cllr	Tony Thompson (TT)
	Jenny Hodges (JH)	Mike White (MW), FO/RFO
	Fiona Rowe (FR), Vice Chair	Jackie Williams (JW), Clerk

Residents Present: 0

Item No.	Item	Action
1.	To Receive Apologies for Absence: None required. MW joined the meeting at 7.40pm.	
2.	To Approve and Sign the Minutes of the last Parish Council Meeting held on 2nd June 2020 (Chair) It was resolved to unanimously approve and adopt the minutes as a true and accurate record of the meeting, proposed by AT, seconded by TT.	
3.	To Record Members' Declarations of Interest regarding Agenda Items (Chair) None declared.	
4.	To Receive the County and District Councillor's Report (IC) A verbal update report was gratefully received, encompassing:- - Progress on the proposed 20mph speed restrictions and possible traffic calming measures in Alchester Rd and Green Lane – ongoing. - Dorchester Plan – latest remodelled submission still not showing the real impact on Chesterton. IC to forward documentation to assist the parish council in submitting a formal response to CDC. - Social Services involvement within the village ongoing. IC to ascertain plans re continuation of food box delivery. (At this point Mike White joined the meeting)	IC IC IC
5.	To Receive a Report from the Highways Committee (PJC/FR) 5.1 A4095 Group – PJC confirmed that both he and FR had agreed to join this group, set up by a member of Kirtlington PC and comprising several other villages affected by worsening traffic conditions on the A4095. 5.2 Dorchester Master Plan – Cllr Corkin to forward a report on the remodelling work done, to assist Chesterton PC in formulating a response regarding the traffic impact on the A4095 through Chesterton. Potential future need to communicate with Joy White, OCC. FR confirmed that Alchester Rd roadworks to be completed within two weeks with no road closures required. Three new disabled parking bays now complete. (At this point Cllr Ian Corkin left the meeting at 7.50pm)	IC

6.	To Receive a Report from the Allotment Committee (FR/JH/JW) A report was received, confirming all plots now taken. A group email had been sent regarding non-cultivation. The indicated approximate cost of a 12 yard skip (preferably a walk-in design) of £400-500 was agreed.	FR/JW
7.	To Receive a Report from the Community Committee (FR/PJC/AT) 7.1 Security Measures Planning/Viridor Grant Application (PJC/FR/JW) – quotes for necessary security equipment throughout the village being obtained for grant application submission by end July. Expenditure in excess of £2K for a <u>temporary</u> gate across the Community Centre car park until grant funding was potentially received towards the end of the year, was unfortunately not deemed an appropriate use of council funds. 7.2 Antisocial Behaviour Issues (PJC/FR/JW) – JW in contact with PCSO Louise Beaumont. All residents to be notified via the village flyer of the importance of reporting every incident (with photographic evidence where appropriate) via phone or the Thames Valley Police website. 7.3 Village Speed Restrictions Application Update (PJC/FR) – The Committee received a meeting update held with PJC, FR, JW, Ian Corkin and two members from OCC. Desired works including legal fees, traffic calming and signage could amount to £20-30K. Funding being investigated. 7.4 Covid-19 Update re Play Areas Re-opening (JW) – Acceptance of the Clerk's risk assessment was unanimous. It was resolved to await and deal with any issues arising from the July annual inspection of the Geminus Rd play areas before re-opening. JW to produce necessary signage regarding new rules of usage. It was confirmed the Audley Gardens play area remains the responsibility of Taylor Wimpey. 7.5 Red Cow Bus Stop/Free Library project (AT) – £1,600 grant funding received, materials costing now complete. Work to begin once a carpenter has been organised.	JW IC JW AT
8.	To Receive a Report from the Friends of Burnehyll Woodland (TT) The Committee received a verbal report from TT confirming the woodland was still not open, and the archaeological survey still awaited. Fencing/planting to take place following unforeseen use of the attenuation pond during recent hot weather during lockdown.	
9.	To Receive a Report from the Pavilion & Playing Fields Committee (FR) Fencing and metal gate reinstatement work now completed. It was resolved that the Pavilion Committee and the Parish Council should meet in the Autumn to clarify the financial working relationship/areas of responsibility of both parties.	JW
10.	To Receive Various Reports from the Planning Committee (PJC/FR/AT/JH) 10.1 Audley Gardens/Allotment Footpath (PJC/FR): Ian Corkin pursuing potential funding eligibility via the Active Travel Fund provision. 10.2 Alchester Road Parking (School Expansion) Proposals Update (AT/FR): AT reported that a parking restriction diagram was agreed with OCC following a walkabout. Alchester Rd and Orchard Rise resident consultation (OCC) planned to take place in September. 10.3 DMMO + Permissive Pathway Update (TT): Solicitor contacted. TT to circulate draft plan to PJC and JH for further discussion. 10.4 Bicester Gateway Phase 2 Meeting Update (PJC/FR): PJC reported a positive meeting had taken place with Richard Cutler. PJC to speak at Planning Committee meeting on 16th July. It was agreed that the nature of the development was better suited to 30% discounted housing rather than social housing. Potential village funding discussions continued.	IC AT TT/PJC /JH PJC

11.	To Discuss Parish Councillor Vacancies Situation (PJC/FR): It was agreed that the two current vacancies should be advertised again in July village flyer. Conversation ongoing with one resident. Due to the current workload pressures on five councillors and the clerk instead of the standard seven it was agreed that, where required in future, working parties involving willing residents would endeavour to be secured for specific projects.	JW PJC/FR
12.	To Receive the Finance Officer's Monthly Report, Discuss Other Finance Matters and Approve Expenditure/Income (MW) 12.1 The Finance Officer's June Report was accepted. No questions arose. It was unanimously agreed that the FO/RFO should hold a Barclays Business Credit Card with a £3,000 credit limit and the Clerk should hold the same with a £600 credit limit for monthly admin expenditure, including monthly Zoom payments and the annual Microsoft bill. 12.2 The Minutes of the Quarterly Financial Meeting of 19th June 2020 were unanimously accepted. <u>Payments for Approval:</u> It was resolved to unanimously approve the following payments: 12.3 O2 Clerk's mobile phone bill: £23.82 12.4 Castle Water – Allotment May-Aug Invoice: £48.53 12.5 Prysebros Ltd - Village Weed Spraying (May): £306.00 12.6 Marchetti Garden Maintenance – May: Churchyard/Allots/Ginnel/Greens: £595.00 12.7 Clerk & FO's Salaries: £880.10 12.8 HMRC Contributions: £165.71 12.9 Green Scythe Ltd Village Grass Cutting, May: £603.00 12.10 D Pheasey – Gate Reimbursement: £83.82 12.11 OALC, Chairmanship Update Skills Training: £36.00 12.12 Clerk's Expenses – Zoom/Stationery/Op London Bridge Eqpt: £252.77 <u>Great Wolf:</u> None. <u>Income Received:</u> 12.13 £1,600 OALC Grant for Bus Shelter conversion to Free Library 12.14 £2,293.03 from Pavilion Account for unauthorised fencing work.	MW
14.	<u>Planning (PJC)</u> <u>New Applications:</u> None. <u>Decisions Pending:</u> 13.1 20/01331/F – March Hares, Alchester Rd – Creation of habitable room from existing workshop; defenestration and addition of 2 rooflights; rear conservatory extension. (No objections but concerns) 13.2 20/01305/DISC – Appleyard, Alchester Rd – Discharge of Conditions 3, 4, 6, 7, 8, 9 +10 of application 19/00597/F –(No objections but concerns) 13.3 20/00531/F 2 Chesterton Court – Removal of S+VP from exterior + minor internal alterations – (No objections)	

	13.4 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) 13.5 19/02941/F Huish House, Home Farm Close, Chesterton – change of use from agricultural to Residential. (Objection) <u>Decisions Made:</u> 13.6 19/00934/F - Bicester Sports Association– Change of use – agricultural land + Extension of sports facilities + Re-Consultation – (Objections + Concerns) Refused.	
15.	To Receive a Report on New Residents (JH) Four new residents in village. JH to organise welcome packs.	JH
16.	To Review Correspondence Received Since Last Meeting (PJC/JW) JW to respond to Paul Mann’s email re the possibility of the Community Centre car park’s suitability as a Thames Water bottled water distribution station, as part of an emergency plan.	JW
	The meeting closed at 9.20pm Date of Next Meeting: Tuesday, 1st September 2020 <u>Future Meeting Dates:</u> 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	