

DRAFT Minutes of Chesterton Parish Council Meeting No. 2020-05

Held Via Zoom on Tuesday, 13th October 2020

Present: Cllrs: Philip Clarke (Chair), Jenny Hodges, Fiona Rowe (Vice Chair), Andrew Thomas, Tony Thompson, Mike White (RFO), Jackie Williams (Clerk)

Residents: 4

1 To Receive Councillor Apologies for Absence (JW)

The Council accepted the apology from Cllr Ian Corkin, due to prior work commitments. At this point, the Chair welcomed all guests, introducing Caroline Chipperfield-Twiddy and Jo Rogers, applicants for the two current parish councillor vacancies.

2 To Approve and Sign off the Minutes of Parish Council Meeting 2020-04 Held on 1st September 2020 (PJC)

The Council resolved that the minutes be accepted as a true and accurate record of the meeting. Proposer: Tony Thompson, seconded by Jenny Hodges.

3 To Record Members' Declarations of Interest Relating to Items on the Agenda (PJC)

No declarations were made.

4 To Receive the County and District Councillor's Report from Cllr Ian Corkin (IC)

As per Cllr Corkin's suggestion in his absence, it was resolved that the Clerk should organise a 'catch-up' meeting with Cllr Corkin as soon as possible. *Clerk*

5 To Receive a Report from the Highways Committee (PJC/FR)

5.1 Dorchester (Heyford) Masterplan Update (PJC):

It was resolved that Philip Clarke would ask Andrew Lewis for an update, following the non-appearance of the planning application on the last Planning Committee Agenda. The matter to be on the agenda for the meeting with Ian Corkin. *PJC*

5.2 Alchester Rd/Orchard Rise Proposed Waiting Restrictions Update (PJC):

It was resolved that Andrew Thomas would email Anthony Kirkwood, proposing that the second consultation take place upon completion of the school building works. *AT*

6 To Receive a Report from the Allotment Committee (FR/JH)

It was resolved that the Clerk would order a 16 yard skip for early-mid November and Fiona Rowe would enquire with CDC regarding tree and hedge cutting along The Hale. The requirement for the planting of hedge/shrubs along the fenced border with Audley Gardens was also discussed. *Clerk + FR*

7 To Receive a Report from the Community Committee (FR/PJC/AT/TT)

7.1 Security Measures/Viridor Grant Application (AT):

The Committee heard from Andrew Thomas that due to poor communication from Viridor, the application will be resubmitted end October, with an expected response by end

November 2020. A successful outcome would hopefully see work commencing in early 2021. **AT**

7.2 Walked Route to School Proposals Update:

With the school term having commenced and still no communication from OCC, it was resolved that no further action could be taken.

7.3 The Red Cow Bus Shelter/Free Library Project Update (AT):

The Top Green bus shelter has latterly been selected for this grant project for reasons of suitability and cost. Materials are currently being ordered, with work due to commence in early November. The Parish Council expressed their gratitude to Andy Johnson for his kind offer of voluntary assistance. The perspex window in the Red Cow bus shelter will also be replaced and its renovation organised in the New Year. **AT**

7.4 September Spring Clean 2020 (Clerk):

The Clerk reported a very successful event with 16 volunteers and many sacks of rubbish (and car parts) collected. The Parish Council extend their heartfelt thanks to all residents who took part. Sincere thanks also go to Linda & Richard Porter, who voluntarily strimmed around and painted the four white village gates, and also for their further offer to clean the outer village signs.

8 To Receive a Report from the Friends of Burnehyll Woodland (TT)

Tony informed the Committee of the planned opening of the woodland by CDC in a couple of months, after which tree planting would commence. It was resolved to agree to raise the profile of the woodland's development within the village at this time, to generate interest and support for its future usage. **ALL**

9 To Receive a Report from the Pavilion & Playing Fields Committee (FR)

There was nothing to report at the time of the meeting.

10 To Receive a Report from the Planning Committee (PJC/FR/JH/AT)

10.1 Alchester Rd Parking (School Expansion) Traffic Consultation Update (PJC/FR/AT):

It was resolved that this matter had been covered in item 5.2.

10.2 DMMO + Permissive Pathway Update (TT/AT):

It had been resolved to leave this matter in the hands of Cherwell District Council. Agreement was unanimous.

10.3 Chesterton Hotel Planning Application 18/01529/F Update (PJC/JW):

The Clerk to pursue ongoing communication with the case officer on this issue. **Clerk**

10.4 Audley Gardens/Allotment Footpath Update (PJC/FR):

It was resolved to receive an update from Cllr Ian Corkin at the planned forthcoming Meeting. **Clerk**

10.5 Great Wolf Resorts Appeal with Planning Inspectorate (PJC/JW):

It was agreed that whilst waiting to hear whether this appeal would be dealt with by the Planning Inspectorate or by way of a Public Enquiry, it would be advantageous to organise a working party of key players to pursue any avenues of enquiry/activity considered feasible at this point in time. **Clerk + PJC**

11 To Consult on Recent Parish Councillor Applications (PJC)

Having previously received and reviewed the applications of Caroline Chipperfield-Twiddy and Jo Rogers, the Committee unanimously resolved to co-opt both residents as Councillors. The Chair was extremely delighted to welcome both ladies, confident that they would both have a great deal to offer the Parish Council by way of inspiration and support in council matters. Philip and Fiona to meet to agree Committee allocations with both councillors, at which time the Clerk would then provide relevant joining paperwork and induction packs. *PJC/FR/Clerk*

12 To Resolve to Adopt the Draft Parish Council Website Accessibility Statement (attached) Clerk:

Following the Clerk's explanation for the purpose of this document, it was resolved to adopt the policy with immediate effect. *Clerk*

13 To Receive the Finance Officer's Monthly Report, Discuss Other Finance Matters and Approve Expenditure/Income (MW)

13.1 To discuss and accept the Finance Officer's Report for October 2020 (previously circulated):

No queries arose and a resolution was subsequently passed to accept the financial report.

13.2 To Review and Adopt the Quarterly Finance Committee Meeting Minutes of 25th Sept 2020 :

Following unanimous approval, it was resolved that the minutes be adopted. The importance of substantially increasing the Council Reserves was agreed. It was resolved that the current internal auditor be appointed for a further year (20-21). It was agreed that individual buildings evaluations for the Community Centre, the Pavilion and the Village Hall be organised between Jenny Hodges and Caroline Chipperfield-Twiddy. *JH + CCT*

13.3 To Review and Adopt the Following Revised Documents: Internal Audit Review Checklist 2019-20; Risk Assessment 2020-21; Statement of Internal Control y/e 31st March 2021; Financial Regulations 2020.

The resolution to adopt the three internal audit documents was unanimously agreed. It was resolved to present the Financial Regulations 2020 document at the next November Parish Council meeting for adoption. *Clerk*

13.4 -13.18 Payments for Approval and Receipt

It was unanimously resolved to approve all payments and receipts as itemised on the agenda.

14 Planning (PJC)

New Applications

14.1 20/02512/F – Bicester Sports Association, Akeman Street

Erection of new single storey building for a new rifle & pistol shooting range + new cricket scoreboard – Objection.

14.2 20/02514/CLUP – 4 Banks Furlong – Certificate of Lawfulness of Proposed Development

Erection of single storey side extension – No Objection/mild concern.

14.3 20/02632/NMA – Gypsy Barn, Alchester Rd

Relocate master bedroom window from SE to NW elevation – No objection.

14.4 20/02653/NMA – Chesterton Hotel, A4095 Chesterton

Change of finishes to selected external walls (non-material amendment to 18/10529/F) – Ongoing discussion with CDC.

14.5 20/02242/F – Mr C Barker, Culverhay, Alchester Road

Conversion of existing outbuilding to home office, plus construction of timber double garage – Objection/Concerns.

Decisions Pending

14.6 20/01615/F – Bignell Stud Farmhouse, Chesterton

Erection of two storey side extension to existing dwelling. No Objection but comments.

14.7 20/01641/F + 20/01642/LB – 2 Chesterton Court, Chesterton

Retrospective erection of a gate and creation of an access in a curtilage listed wall. No Objection but concerns.

14.8 19/02941/F – Huish House, Home Farm Close.

Change of use from agricultural to residential – Objection.

Decisions Made

14.9 20/01920/F – 18 Fortescue Drive, Chesterton

Single storey extension to front and rear of dwelling. No Objection - Granted.

14.10 20/01305/DISC – Appleyard, Alchester Rd,

Discharge of Conditions 3,4,6,7,8,9+10 of application 19/00597/F. Granted.

14.11 20/00293/OUT – Bicester Gateway

Outline App: Phase 1B B1 office space, residential units, gym, café, mixed use co-working hub, multi-storey car park, games area, amenity space. No Objection – Granted.

15 To Receive A Report on New Residents (JH)

Jenny confirmed she had another 5 welcome packs ready which she would be circulating to councillors for distribution. *JH*

16 To List Important Correspondence Received Since the Last Meeting (PJC/JW)

The list of correspondence received not otherwise on the agenda, where decisions are not required was acknowledged.

16.1 CPRE Email – “Don’t Let the Government De-Regulate Planning” forwarded 23.09.20

16.2 SLCC September News Bulletin – forwarded 08.09.20

16.3 OALC September Newsletter – forwarded 01.10.20

16.4 BHIB Council’s Insurance Free Guide: New Rules for Making Your Council Website WCAG

2.1 AA Compliant – forwarded 30.09.20

17 Date of Next Meeting

Tuesday, 3rd November 2020, 7.30pm

Future Meeting Dates:

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