

Minutes of Chesterton Parish Council
Held in the Chesterton Community Centre
Tuesday, 14th December 2021 at 7.30pm.

Present: **Councillors:** Philip Clarke (Chair), Fiona Rowe (Vice Chair), Cllr Thomas (Vice Chair), Jenny Hodges, Tony Thompson, Johnathan Chavda, Pippa Hawes
Sarah Kearney (Clerk), Stephen Webster

Residents: 1

Apologies: Cllr Jo Rogers

1. Apologies for Absence – to received apologies (Clerk)

The Council accepted Cllr Rogers apologies.

2. To Approve and Sign the Minutes of the Parish Council Meeting of 9th November 2021 (Chair)

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting.

3. To Record Members' Declarations of Interest regarding the Agenda Items (Chair)

None

4. To Receive a Report from the District/County Councillor (Cllr Ian Corkin)

No update – Cllr Ian Corkin sent his apologies unable to attend will send update later in the week

5. To Receive a Report from the Allotment Committee (JH/FR/JR)

Reported:

- 5.1 Only have one on the waiting list
- 5.2 Terms and Conditions are being updated ready for the January Parish Meeting to be agreed.
- 5.3 Looking at yearly rent to be increase in April 2022, this to be agreed in January meeting

6. To Receive a Report from the Highway Committee (AT/FR/JR)

Reported:

- 6.1 **Village Speed Reductions for Chesterton and Little Chesterton**
 - 6.1a **Chesterton** – The proposed Speed Reductions for Chesterton have now been completed. CPC are aware that the 20mph limit on Green Lane is frequently exceeded by drivers and might be beneficial if the police monitor this section.
 - 6.2b **Little Chesterton** – CPC have asked Cllr Ian Corkin for a high-level meeting with OCC highways to discuss this further – waiting for confirmation of meeting date. Have received an email from OCC Dave Catling who will be visiting Little Chesterton with a colleague to commence works ready for the consultations process to be confirmed
- 6.2 **Radar Speed Gun** – CPC have purchased a Radar Gun and organising training for volunteers who will be monitoring traffic speeds throughout Chesterton. **ACTION: Clerk to arrange training with TVP**
- 6.3 **Alchester Road** – Parking situation is becoming a problem. Cllr Thomas has contacted Anthony Kirkwood and a meeting is being arranged for some time in January 2022.

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

- 7.1 **Audley Garden Maintenance – Taylor Wimpey – Clerk reported:** Waiting for updates from Taylor Wimpey on works that have been completed and outstanding works required. Cllr Chavda reported that they have completed a lot of the work but still haven't dealt with the dead trees which require replacing.
- 7.2 **Height Restrictor Barrier – Cllr Thomas reported:** The upright post for the height restrictor barrier needs to be replaced as this was damaged along with the height restrictor. Waiting for delivery date.
- 7.3 **Community Survey** – Launching in 2022
- 7.4 **Neighbourhood Watch – Cllr Thompson reported:** Parcel scamming is being a problem at the moment, especially this time of the year.
- 7.5 **"Keep Chesterton tidy" Working Group – Cllr Rowe reported on the behalf of Cllr Rogers:** Looking at a community litter picking event in January now that all hedges have died back, and rubbish can be. Date to be confirmed for 2022.
- 7.6 **Emergency Action Plan – Cllr Rowe reported:** She had nearly finished Emergency Action Plan, then will arrange a meeting with the volunteers.
- 7.7 **New Residents to the Village** – No new residents
- 7.8 **Cycling Routes** – Cllr Clarke and Cllr Rowe had a meeting with County Councillor Andrew Gant from OCC regarding urgent need for a footpath/cycleway on the A4095 to Vendee Drive.

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

Cllr Thompson reported:

Meeting No: 07/21 on 14th December 2021

- Number of Volunteers planted one thousand trees
- More tree planting will happen again same time next year
- Reports that several different wildlife has been spotted in this area, foxes, field mice, voles, owls, roe and muntjac deer.
- Next meeting with CDC on Monday 20th December

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

Clr Rowe reported:

- Joyriders have been on the Playing fields and badly damaged the area. Contractor to attend and access the damage.
- Pavilion printed circuit board of the immersion heater has been burnt out. Replacement is required and quote has been submitted for £585.00 - the costs to be met from the Pavilion Sinking Fund.

10. Governance

10.1 Co-opted Johnathan Chavda

The Council unanimously **RESOLVED** and agreed to co-opting Johnathan Chavda onto the Parish Council.

10.2 Co-opted Pippa Hawes

The Council unanimously **RESOLVED** and agreed to co-opting Pippa Hawes onto the Community Committee to represent Little Chesterton.

10.3 Meeting Dates for 2022

The Council unanimously **RESOLVED** and agreed to the meeting dates for 2022, first Tuesday of every month except in August.

10.4 Parish Boundaries / Cllrs Review – Chair has responded to this report and briefed all the councillors of his comments. Report has been sent back to CDC.

10.5 Policy Reviews – to be agreed and adopted:

10.5a Virtual Meeting Procedure

10.5b Website Accessibility Statement

10.5c Website Policy

10.5d Bias in Decision Making how to recognise and avoid it

The Council unanimously **RESOLVED** and agreed to adopt all the above policies.

11. To Receive the Finance Officer's Monthly Report, Discuss Other Matters, and Approve Expenditure/Income (RFO Mike White)

11.1 Monthly Report – (circulated prior to meeting)

11.2 Receipts & Payment Report – (circulated prior to meeting)

11.3 Draft Budget Review – Chair and RFO went through the Budget and stressed that some figures need to be changed, but there is a need for the budget to be agreed at January meeting as the Precept must be sent back to CDC by the 14th of January Deadline.

Payments Approved

November Payments

11.4 Clerk Phone Bill = £17.92

11.5 Payee Salaries = £918.44

11.6 Barclaycard = £221.19

11.7 Zoom = £14.39

11.8 Expenses = £274.52

11.9 Green Scythe Ltd = £334.80

The Council unanimously **RESOLVED** to the Monthly report, Receipts, Payment and Audit report to be accepted.

12. To Receive a Report from the Planning Committee (Chair/FR/JH/JR/AT/TT/SW/TB)

12.1 **Great Wolf email response** – Email sent back to Great Wolf with comments. Received some comments and maps back from Great Wolf. Further comments to go back to Great Wolf. Target Date on planning application is 14th December on 21/03164/OBL

12.2 **Bicester Sports Association** – Chair has spoken to BSA committee, and they advised they don't have a date for the building works to commence. The BSA will advise on a date once known and will contact CPC for further discussions.

New Applications

12.3 **21/03996/F** – Bignell Park Farm, Kirtlington Road, Chesterton, OX26 1UH, **Erection of two agricultural buildings**

Applications Pending

12.4 **21/03791/F** – 4 The Green, Chesterton, **Single Storey, Rear extension** – **No Objection**

12.5 **21/03595/DISC** – The Rookery, Bignell Park, Chesterton – **Discharge of Conditions 3 (archaeological watching brief) and 4 (archaeologist present on site) of 21/02513/F** – **No Objection**

12.6 **21/03663/F** – 20 Chestnut Close, Chesterton – **Two Storey Side Extension** – **No Objection**

Meeting No: 07/21 on 14th December 2021

- 12.7 **21/00873/F** – Kemsley Farm, Weston-on-The-Green, - **Conversion of Barn to Farm a single dwelling house and associated works – No Objection**
- 12.8 **21/03400/F** – Thatchover, Alchester Road, Chesterton – **Re-thatching of water reed roof with straw (due to lack of supplies of water reed) – No Objection**
- 12.9 **21/00873/F** – Kemsley Farm, Northampton, Weston-on-the-Green, **Conversion of Barn to form a single dwelling house and associated works – No Objection**
- 12.10 **21/03177/F** - Albion Land, Axis J9 Phase 3, Howes Lane, Bicester - **Full planning application for employment development (Use Classes E(g)(iii), B2 and/or B8) and associated parking and servicing, landscaping, and associated works – No Objection**
- 12.11 **21/03164/OBL** - Great Wolf - Land Approx 1 Mile from J9 East of M40 Part of M40 Through Chesterton Parish Chesterton - **Discharge of golfing obligations associated with the Second Schedule to the Great Wolf Resort s106 (19/02550/F). Objection – Comments sent**
- 12.12 **21/02323/CLUE** - Simms Farm, Kirtlington Road, Chesterton, OX26 1TA - **Certificate of Lawfulness Existing - Redundant agricultural building that has been used for light industrial use for more than 10 years – No Objection**
- 12.13 **21/01580/F** - Kemsley Farm, Northampton Road, Weston on The Green, OX25 3AA - **Change of use of land from agriculture to equestrian use. Erection of a building to provide stabling for 36 ponies with associated facilities for the storage of tack, feed, and equipment to tend the land. Formation of an exercise arena and exercise track and school area. Relocation of existing site access to Akeman Street. No objection to the above-mentioned planning application but would ask you to note our comments as follows: 1. Signage on Akeman Road 2 Provision for Cars - could not see anything on plans.**
- 12.14 **21/02309/CLUE** - Simms Farm, Kirtlington Road, Chesterton, OX26 1TA - **Certificate of Lawfulness for the Existing Use of the building for light industrial process, currently a cabinet and joinery company – No Objection**

Decisions Made

- 12.15 **21/02899/F** - Barnside, Alchester Road, Chesterton, OX26 1UN - **Replace corrugated concrete asbestos sheeting of barn roof, adjacent to house, with an Elastomeric felt roof in slate grey. To install timber support bearers to the existing timber substructure, a new timber fascia fixed to the perimeter of the building, new tanalised timber drip batten fixed to the outside drip edge, WBP plywood laid onto the roof structure with an HP 180 base layer isolating membrane followed with one layer of HP 180 Elastomeric torch on felt and a layer of HP250 Elastomeric slate grey mineral surface torch on felt. Replacement black deep flow guttering, and downpipes connected to existing soakaway on southwestern end of barn and to a water storage system with a new soakaway attached on the north-eastern end – No Objection**
- 12.16 **21/02310/CLUE** - Unit 3, Simms Farm, Kirtlington Road, Chesterton, Bicester, OX26 1TA - **Certificate of Lawfulness of Existing Use for a redundant agricultural building for light industrial use**
- 12.17 **21/02135/F** - The Chesterton Hotel Bicester Road Chesterton OX26 1UE - **Variation of condition 2 (plans) of 18/01529/F - wish to better the overall internal space and design to achieve an improved use out of the function room - Chesterton Parish Council have no objection to this planning application. Just some comments as follows: *CPC would of course expect all development works to be carried out in accordance with an approved consent (this of course applies across the board) in this case it is the 2018 consent. *Conditioned to landscaping scheme (to include screening) must be submitted for approval Would like to see timescale for the whole programme - start date and finishing date *Would like to see the application for the overflow car park as soon as possible to stop grass verges being used. *CPC welcome and support local business**
- 12.18 **21/03275/F** – 5 Bignell View, Chesterton, OX26 1UJ - **Formation of habitable room in roof space with rear dormer and front velux rooflights – Objections comments sent**

13. To List Important Correspondence Received Since the Last Meeting (Chair/Clerk)

- OCC – Bullying
- The Rural Bulletin
- Community First Newsletter
- Highways – Took Kit – 20 is plenty

The Meeting Closed at 8.30pm

Date of Next Meeting: Tuesday, 4th January 2022 at 7.30pm