

Minutes of Chesterton Parish Council
Held in the Chesterton Community Centre
Tuesday, 6th July 2021 at 7.30pm.

Present: Cllrs: Philip Clarke (Chair), Fiona Rowe (Vice Chair), Andrew Thomas (Vice Chair), Jenny Hodges, Jo Rogers, Sarah Kearney (Clerk), Mike White (RFO)

Residents: 1

Apologies: Cllr Tony Thompson

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

The Council accepted Cllr Thompson apologies.

The Chair informed the Council that Cllr Caroline Chipperfield-Twiddy had resigned on Sunday 4th July 2021.

2. To Approve and Sign the Minutes of the Parish Council Meeting of 1st June 2021 (Chair)

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting. Motion proposed by Cllr Thomas and seconded by Cllr Rowe.

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 received.

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

Cllr Hodges reported:

- 5.1 Inspection completed in June and several Allotment Plots required letters regarding Strimming and cultivating.
- 5.2 1 Allotment Tenant had given up their plot and this plot has now been given to another person on the waiting list.
- 5.3 Received an enquiry for allotment now added to waiting list.
- 5.4 Footpath works completed problems with recently installed gate (this is reported on item 7.1)
- 5.5 Introducing a wildflower plot on the allotment and well received by the allotment holders.

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

- 6.1 **Alchester Road Parking** – Last year there was a consultation with OCC to prevent parents parking in Alchester Road during drop off and pick up times at the school. It was suggested by OCC to install double yellow lines. The residents were opposed to this suggestion. CPC sent out a newsletter with a second consultation asking residents for suggestions on how to resolve this problem. To date only 5 suggestions have been received.
 - 1. Extend the white line
 - 2. School should improve on Marshalling
 - 3. Parents should walk children to school or car shareThe Council felt the consultation with OCC needed to be extended as the new classrooms at the school opens in September so this may have further impact on the parking issue.
The Council unanimously **RESOLVED** and agree to contact OCC for an extension on Consultation for the School Parking.
- 6.2 **Alchester Road Closure** – The road will be closed from 9th August to 13th August for essential water pipe maintenance works. Notice has been displayed on Website and sent to residents on Mailchimp advising them of works.

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

- 7.1 **Audley Gardens Footpath** – Footpath works have now been completed and the gate has been replaced with a new one. Issues with the new gate as this has created a large space between gate and gate post. The chair has spoken to Andrew Vidovic from OCC, who replied by email stating that they will fill the gap with post and fencing and were aware of the issue. CPC were hoping to relocate the old gate to another area so Andrew Vidovic to be contacted on its whereabouts. **ACTION: Chair to contact OCC**

Cllr Rowe reported: The Boot Scraper will need to be relocated to the other side of allotment. **ACTION: CPC will need to install.**

- 7.2 **Village Speed Reduction** – Speed Limits consultation has been completed. We received 13 positive replies to CPC speed limits proposal with some additional comments. Mike Wasley OCC officer will start a formal consultation on 15th July 2021 on the proposed speed limits. Following this consultation CPC will be able to look at additional proposal for Little Chesterton.
- 7.3 **Height Restrictor Barrier** – **Cllr Thomas reported:** All additional fencing has been installed and works fully completed.
- 7.4 **Newsletter** – **Clerk reported:** 400 Newsletters were distributed in June around Chesterton and Little Chesterton detailing the consultations on FFTP, School Parking, Speed Limits, Mailchimp, Emergency Plan and Gas main installation with CPC receiving 30 resident's responses. Overall, this was a great success and from the response and reaction of residents CPC will produce 3 Newsletters a year and residents who responded will be contacted by CPC on any decision once it has been reached.
- 7.5 **Bicester Police Rural Community meeting** – Cllr Rowe and Cllr Rogers volunteer to attend the meetings going forward.
- 7.6 **Community Survey** – **Clerk reported:** Prior to the meeting you should have received draft survey. Questions can still be added to the survey, if so, please email the Clerk for these to be included. This Survey will be sent to all residents in Chesterton and Little Chesterton and a decision will be made once the responses have been received on whether a form of Plan is preferred. It was recommended that all Councillors meet sometime in July or August to discuss the format and questions on Survey. **CLERK ACTION: Meeting to be arrange.**
- 7.7 **Neighbourhood Watch** – No update – to keep on agenda.
- 7.8 **"Keep Chesterton tidy" Working Group** – **Cllr Rogers reported:** A lot of activity going on near BSA field unpleasant rubbish being left behind. Since CDC have cut the hedgerows, rubbish is now visible and easier to collect. Chair thanked Cllr Rogers and her team for doing such a brilliant job in keeping the village so clean and tidy.
- 7.9 **Emergency Action Plan** – 10 volunteers have expressed an interest to support and assist with the Emergency Action Plan for Chesterton and Little Chesterton. Cllr Rowe will be arranging a meeting with all these Volunteers along with Paul Manning from OCC sometime in September. **ACTION: Cllr Rowe to arrange meeting**
- 7.10 **SRFI-Strategic Rail Freight Interchange Consultation** – **Chair reported:** Rail freight interchange at Ardley. Mid Cherwell Neighbourhood Plan forum have already completed a detailed report. Chair has completed his report and highlighted some points from Mid Cherwell report:
1. HGV movement to the site involving the B430 link to J9
 2. Chesterton and other local parishes facing unacceptable increase traffic movement with additional decision to go ahead with Great Wolf
 3. The proposal envisages a huge development with warehouses over 675,000 square metres which will continue the conversion of greenfields.
- 7.11 **New Residents to the Village** – Only 1 new resident – **ACTION: welcome pack to be delivered.**

8. To Receive a report from Cherwell Parish Liaison Meeting (Chair)

All Councillors received notes prior to meeting.

Chair reported: Myself and Cllr Rowe attended the Cherwell Parish Liaison meeting. There were couple of subjects which will affect CPC in the future.

1. Oxford-Cambridge Arc study and framework
2. Cherwell Local Plan
3. CDC draft pre-submission Plan – Public consultation starts in September.

9 & 10 To Receive a Report from the Friends of Burnehyll Woodland (TT/Chair)

Chair reported: All Councillors received written report prior to meeting.

- 9.1 **County Archaeologist** - requires woodland (field 6) phases to be subject to trenching to assess the archaeology and to revise woodland design.
- 9.2 **Security** – Landscape services are putting in place a 300m ditch and bund along the wide verge on CDC owned land. 600m high bund and 600m deep ditch costing in a region of £3,000 to £4,000. This will require a retrospective planning application.
- 9.3 **Risk Log** – 24 points raised including maintenance costs, partner commitments (including Chesterton PC and Bicester PC), public liability insurance, car parking, access improvements from Chesterton.

9.4 **Donation** - from Chesterton PC and Bicester PC donation total has not been clarified.

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

Cllr Rowe reported: Chesterton FC Manager would like to apply for maintenance grant for Chesterton Playing field a total sum of £13,000 to cover over the next 10 years.

The Council unanimously **RESOLVED** and agreed for the form to be signed for the grant. Motion proposed by Cllr Hodges and seconded by Cllr Thomas.

12. To Review and Approve Policies (Clerk)

12.1 Complaints Policy

12.2 Gifts and Hospitality Policy

12.3 Internal Financial Controls Policy

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

13. To Receive a Report from the Great Wolf (Chair)

13.1 **Finalise the Great Wolf Account** – RFO report £65.00 is left in the account waiting for one cheque to be cleared then able to close the Wolf Account. This account will then be renamed to the Pavilion and Playing Field sinking fund account.

13.2 **The Great Wolf Dissolve the Working Group – Chair reported:** Firstly, starting with Thank you statement which is attached. Chair then asked the council if they agree to the working party to be dissolved.

The Council unanimously **RESOLVED** and agreed to the Great Wolf working group to be dissolved. Motion proposed by Cllr Hodges and seconded by Cllr Rowe.

Resident who attended the meeting informed the Council that the PAW group wished to stay active so they were renaming the group (name still to be decided) and Cllr Bohn would be chair. The group wanted to work will all surrounding Parishes on planning and Highways applications which will be occurring in the future.

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

RFO – Finance report circulated prior to meeting. Minutes from Quarterly Finance Meeting on Friday 11th June 2021 to be approved.

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting. Motion proposed by Cllr Thomas and seconded by Cllr Rowe.

Payments Approved.

14.1 Clerk Phone Bill = £17.68

14.2 Payee Salaries = £1,326.38

14.3 Barclaycard = £14.39

14.4 Sarah Expenses - £213.98

14.5 Green Scythe Ltd = £622.20

14.6 Marchetti Garden Maintenance = £320.00

14.7 Screwfix = £27.96

14.8 Prysecbros Ltd = £324.00

14.9 OALC Training Course = £100.00

14.10 Flower Naturally = £100.00

14.11 Navitas = £108.00

The Council unanimously **RESOLVED** that all payments are approved.

15. To Receive a Report from the Planning Committee (Chair/FR/JH/AT/CC-T)

New Applications

15.1 **21/02073/F** The Rookery, Bignell Park, Bicester Road, Chesterton, Bicester, OX26 1UF - **Two-storey infill extension, removal of two-storey and single-storey lean-to extensions. Reconfiguration of existing side elevation fenestration and proposed single-storey window bay. Associated landscaping works. Proposed roof light, existing roof light removed.**

Applications Pending

15.2 **21/01902/F** - Stonehaven, Alchester Road, Chesterton, OX26 1UN - **Variation of condition 2 (plans) and 3 (window material) of 20/03085/F - amend the plans for a new proposed location of oil tank and to amend window material to "timber look uPVC" – NO OBJECTIONS**

15.3 **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**

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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. **Chesterton Parish Council have 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.**

- 15.4 **21/01754/F** - Stableford House, Stableford Lane, Chesterton, Bicester, OX26 1EH - **The conversion of attic loft space into habitable rooms - Comments and Observations: Due to the proximity of the neighbouring property Vicarage Farm, the north facing aspect of this application seriously compromises the privacy of Vicarage Farm. We request that no windows should be permitted to overlook Vicarage Farm window for bedroom 8 should be on gabled end, Velux window in attic store should all be in south side of property. A further window in attic store could be on gabled end. The Plans submitted are not accurate as two velux windows on front of property not shown. Also, existing windows on 1st floor of north elevation though frosted are opening, should they not be fixed as overlooking neighbouring property?**
- 15.5 **21/01757/TEL56** - Three, Telecommunications Mast, Land Adjacent and Southwest of Linkslade, Middleton Stoney Road, Bicester - **The removal of existing 2.5m headframe supporting 3 no. antennas and replaced with a 5.0m tower section and 3.0m replacement headframe supporting 3 no. replacement antennas and ancillary development thereto including the installation of 3 no. MHA' – NO OBJECTION**
- 15.6 **21/00927/TCA** - High Gaggle, Alchester Road, Chesterton OX26 1UN - **T1 x Unknown Species to be removed. 3 big spots in the tree and overhanging the school.**
- 15.7 **21/00873/F** – Kemsley Farm, Northampton Road, Weston-On-The-Green, OX25 3AA, - **Extension to and conversion of barn to form a single dwelling house and associated works - No objection but provision of bats needed and concern over lowering the proposed ground floor because of the water table and nearby stream.**
- 15.8 **20/01251/F** – Bicester Sports Association Akeman Street – Erection of new single storey building for a new rifle & pistol shooting range and new cricket score box – **Appeal.**

Decisions Made

- 15.9 **21/00762/CLUE** – Park House, Bignell Park, Chesterton, OX26 1UH - **Certificate of Lawfulness of existing Development for the formation of a basement which sits under Park House (use Class C3) - Permitted**
- 15.10 **21/00993/F** – 8 Banks Furlong, Chesterton, OX26 1UG – Side & Rear Extension - **Refused**

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

Parish Liaison Meeting, Strategic Rail Freight Interchange

The Meeting Closed at 9.05pm

Date of Next Meeting: Tuesday, 7th September 2021 at 7.30pm