

Minutes of Chesterton Parish Council
Held in the Chesterton Community Centre
Tuesday, 1st June 2021 at 7.30pm.

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

Residents: 1 – Neighbourhood Scheme

Apologies: Cllr Chipperfield-Twiddy

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

The Council accepted Cllr Chipperfield-Twiddy apologies.

2. To Approve and Sign the Minutes of the Parish Council Meeting of 11th May 2021 (Chair)

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

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

Cllr Hodges reported:

- 5.1 All allotment plots being worked.
- 5.2 Inspection checks will be completed in June.
- 5.3 All payments for the Allotment Plots have been received.
- 5.4 Dog Mess signs to be installed around the Allotment.
- 5.5 Damaged Fence needs attention.

6. To Receive a Report from the Community Committee (FR/AT/TT/CC-T/JR)

- 6.1 **Audley Gardens Footpath** – Work has started. There will be a new gate installed which will be maintained by the Parish Council.
- 6.2 **Village Speed Reduction** – Newsletter being sent out to all residents for their comments. Then comments will be passed to Mike Wasley at OCC for the next stage. CPC received an email asking about Speed Reduction for Little Chesterton. We have asked Mike Wasley to see whether we can include Little Chesterton. Residents from Little Chesterton have been asked to email their comments through to the Clerk to be added to the Consultation.
- 6.3 **Height Restrictor Barrier** – Cllr Thomas reported: Additional fencing will be arriving in the next couple of weeks. WhatsApp has been set up by Cllr Rowe several people are opening and shutting the gate in the morning / night and is proving to be great success. Notices will be display at some point detailing opening and shutting times.
- 6.4 **Bus Shelter/Free Library Conversion** – Top Library is going well, receiving several books and other items. A door will be installed in June/July as it was suggested to leave this open during the Covid-19 period to let fresh air circulate inside. Cllr Thomas is looking at similar project on bottom Green Bus Shelter.
- 6.5 **Bicester Police Rural Community meeting** – Cllr Chipperfield-Twiddy will be taking over from Cllr Thomas. Clerk needs to send details to Cllr Chipperfield-Twiddy.
- 6.6 **Communication System** – Clerk reported: Systems which were agreed at the last meeting, work has now commenced. Website has now been set up with new tab section for Allotments, Planning, Highways, and Policies. Planning section is being set up the same way as Minutes and Agenda under yearly tabs. Next stage of communication will be setting up Mailchimp as this is required for the consultation projects required in the next several months.
Cllr Chipperfield-Twiddy asked whether emails could have action or urgent in the email title – it was agreed by Councillors this was not necessary as all emails from the Clerk should to be read and actioned if required.

Councillors highlighted again that all communications need to go via the Clerk then to be communicated out to residents.

Cllr Chipperfield-Twiddy also asked about communication to Village urgent events i.e., Flooding, theft, power outages, planning breaches. Councillors agreed that the existing system in place meets requirements, and we can only notify residents once information is received.

Clerk – once again reminded the Councillors that Noticeboards and Website are legal requirements for the Parish and part of end year audit framework. Cllr Rowe pointed out that we need to be mindful of the residents who do not have electronic devices, and the Newsletter will meet this requirement.

- 6.7 **Neighbourhood Plan** – Chair went through the Notes from Tuesday 25th May Neighbourhood Plan Meeting, where Weston-On-The-Green and Middleton Stoney Chairman were invited to discuss their experiences and views on the Neighbourhood Plan.

- **Weston-On-The-Green reported:**

Neighbourhood Plan is not owned by the Parish Council, CDC expect the Parish Council to initiate and move it forward. The Weston-On-The-Green Chairman also took the chair for Neighbourhood Plan as well and therefore the Parish Council were well informed, she quoted, ***“doesn’t recommend this has it’s a lot of work”***.

Weston-On-The-Green did not have to pay for consultants as they had residents in the village which could help, and CDC were also very helpful. Their Neighbourhood Plan steering group started off with 12-15 people which divided into sub-groups and included a spokesperson from each street 25 or more people were now on the committee.

- **Middleton Stoney – reported:**

The chair from Middleton Stoney had a different opinion he did not feel that the Parish Council would benefit from the scheme. Neighbourhood Plan had zero impact on Traffic issues where OCC is concerned.

Chair then went through Chesterton Parish Council Map identifying development which might happen or already earmarked for further housing development. When setting up a Neighbourhood Plan it is required to identify land for development. After reviewing the map of Chesterton, we could not really identify what land is left?

It was suggested that a community survey (views on issues to be addressed in future planning, this could include Footpaths and Community Woodlands) was sent out to residents asking for their views on the Neighbourhood Plan. Councillors would recommend questions to be put on the survey e.g.

- What land/site for development
- Affordable housing
- Neighbourhood Service

The chair asked the Councillors if they were happy to proceed with a community survey in September preferably including Wendlebury Parish Council as this would be better for Grant money. Once Chesterton Parish Council had sufficient response back from the survey a public meeting should be considered to discuss whether to set up steering group. The time scale for this would properly be November / December 2021.

The Council unanimously **RESOLVED** and agreed to the Community Survey first then once they had sufficient response to organise public a meeting to set up steering group. Motion proposed by Cllr Rowe and seconded by Cllr Rogers.

- 6.8 **Neighbourhood Watch** – A representative from Neighbourhood Scheme who attended the meeting discussed the Neighbourhood Scheme and explained their vision in trying to set up the scheme around Oxfordshire. The scheme can help people who are vulnerable in different ways.

- Take somebody shopping.
- Collect their prescriptions.
- Visiting somebody once a week to help with jobs around the house.

Funding has been set up for Neighbourhood Scheme which Chesterton Parish Council who could apply for to set up a steering group to help promote and move this forward.

- 6.9 **“Keep Chesterton tidy” Working Group** – Poor turn out for the Clean-up Day on the 30th of May, only Cllr Hodges, Cllr Rowe, Cllr Rogers, and several residents which undertake this every week.

- 6.10 **Emergency Action Plan** – No update, asking for volunteers in Newsletter.

- 6.11 **East/West Railway Consultation** – Cllr Thomas and Cllr Rowe, attended the consultation meeting. Little to report apart from, no tunnel underneath the crossing as this will be too expensive. OCC Highways have just presented their recommendations to pedestrianise both sides of the railway which will split the town into two.
- 6.12 **New Residents to the Village** – Nothing to report presently, new resident to move into Olive Cottage at some point Cllr Rowe is happy to deliver the welcome package – **ACTION: Cllr Hodges to deliver a Welcome Pack to Cllr Rowe.**

7. Alchester Road Parking

Newsletter to be sent out to resident next week asking residents for ideas to resolve this issue. Further meeting to be arranged with Oxfordshire County Council before the end August. **ACTION: Cllr A Thomas**

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

Cllr Thompson/Chair reported:

- 8.1 A letter sent to Ed Potter who is now Chairing the meeting. We had a reply stating he is busy with elections and will get back to us shortly.
- 8.2 Problems with Motorbikes last weekend Cllr Thompson report this to the Police.
- 8.3 There had been an incident with resident while he was walking his dog, he was verbally abused
- 8.4 Waiting for meeting to be confirmed.
- 8.5 Tim Screen email to see whether David Wilson Homes would be willing to install earth bund similar to existing, once the travellers have left, he will speak to Richard Emery of Countryside to see whether they could put up temporary Heras fencing. Peter Gammond also reported they were seeking an eviction notice, even if the Traveller left beforehand. This notice would last for 3 months.

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

Nothing to report.

10. To Review and Approve Policies (Clerk)

- 10.1 Document Retention and Disposal Policy and procedure
- 10.2 Equality and Diversity Policy

The Council unanimously **RESOLVED** and agreed to the above Policies. Motion proposed by Cllr Thomas and seconded by Cllr Rowe.

11. To Receive a Report from the Great Wolf (CC-T)

- 11.1 Judicial Review – Letter sent out to OCC Yvonne Rees – they have acknowledged that they will investigate this. Letter to Robert Jenrick Secretary of State – Still awaiting a response.
- 11.2 Thank you Party – arranging for 11th July more details to come.
- 11.3 Finance – Accounts to be finalised and closed.

12. 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. Seeking a new Deposit account to transfer some funds Two companies presently being considered. Would like this agreed at the next Finance meeting.

Payments Approved.

- 12.1 Clerk Phone Bill = £17.68
- 12.2 Payee Salaries = £1,100.28
- 12.3 Barclaycard = £276.94
- 12.4 Marchetti Garden Maintenance - £460.00
- 12.5 Elaine Anstree = £100.00
- 12.6 Cherwell Graphics = £198.00
- 12.7 Green Scythe Ltd = £468.00
- 12.8 Chesterton Community Partners = £384.00

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

13. Planning Applications (Chair)

New Applications

None

Applications Pending

- 13.1 **21/00993/F** – 8 Banks Furlong, Chesterton, OX26 1UG – Side & Rear Extension.

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- 13.2 **21/00927/TCA** - High Gaggles, Alchester Road, Chesterton OX26 1UN - T1 x Unknown Species to be removed. 3 big spots in the tree and overhanging the school.
- 13.3 **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)
- 13.4 **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.
- 13.5 **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 – **Refusal Appeal**.

Decisions Made

- 13.6 **21/01205/TCA** - 8, Chesterton Court, Chesterton, OX26 1UP - T1 x Oak, A mature tree encroaching on the adjacent residence, reduce lateral growth extending towards No8 by 2m removing up to the 2.5m from any one branch. **Permitted on 24/05/21.**
- 13.7 **20/0030/REF** – Great Lakes UK Ltd – Appeal via Inquiry – Redevelopment of part of golf course to provide new leisure resort, waterpark, entertainment centre, hotel, conferencing facilities, restaurants + parking. **Permitted**
- 13.8 **21/00449/F** – The Old Post Office, Bignell View, Chesterton, OX26 1UQ – Demolition of the existing dwelling set in a conservation area; replacement with new dwelling and associated external works.
- 13.9 **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)

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

None

The Meeting Closed at 9.35pm

Date of Next Meeting: Tuesday, 6th July 2021 at 7.30pm