

Minutes of Chesterton Parish Council
Held in the Chesterton Community Centre
Tuesday, 9th November 2021 at 7.30pm.

Present: **Councillors:** Philip Clarke (Chair), Fiona Rowe (Vice Chair), Cllr Thomas (Vice Chair), Jo Rogers, Jenny Hodges, Tony Thompson, District Councillor Patrick Clarke
Sarah Kearney (Clerk), Stephen Webster

Residents: 1

Apologies: Mike White RFO, Cllr Ian Corkin, Pippa Hall, Jonathan Chavda, Tom Brewerton – Co-opted Members

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

The Council accepted Mike White RFO, Pippa Hall, Jonathan Chavda and Tom Brewerton apologies.

2. To Approve and Sign the Minutes of the Parish Council Meeting of 12th October 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

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

Reported:

- 5.1 All allotment plots have been taken up, and there is no longer anybody on the waiting list
- 5.2 Tenants are still not locking the padlock onto the gate – **ACTION: Clerk to send email again**
- 5.3 Reminder email to be sent out to keep dogs on the leads when on the allotment – **ACTION: Clerk to send email**
- 5.4 Water is being turned off this weekend **ACTION: Fiona to take meter readings**

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

- 6.1 **Village Speed Reductions for Chesterton and Little Chesterton**
 - 6.1a **Chesterton** – The proposed Speed Reductions for Chesterton have now been completed.
 - 6.2b **Little Chesterton** – Due to the Speed Reduction on the Green Lane, which was lowered to 20mph limit, Highways had to put up national speed limit sign. CPC have had meetings with OCC Highways regarding Little Chesterton, whether it's possible for a gated road and 20mph speed limit. CPC have asked Cllr Ian Corkin for a high-level meeting with OCC highways to discuss this further – waiting for confirmation of meeting date.
- 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 **White Lines in Alchester Road** – OCC Highways have shortened the white lines on the Alchester Road last week. This has now caused problems for the residents as visibility is restricted for these residents leaving their drives. As people are now parking along this road. **ACTION: Clerk to contact OCC Highways**

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

- 7.1 **Audley Garden Maintenance – Taylor Wimpey – Clerk reported:** Meeting has been arranged with Andrew Lehmann from Taylor Wimpey for Friday 5th November.
- 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 a quote for the upright post.
- 7.3 **Community Survey** – Gone back to printers for changes
 - 7.3a **Cherwell Local Plan 2011 – 2031 response** – Chairman has compiled a response and discussed this with councillors. **ACTION: Clerk to send response to CDC for 10th November**
- 7.4 **Neighbourhood Watch – Cllr Thompson reported:** Attended zoom meeting on 25th October regarding Community Grants for Neighbourhood Watch. Information to be circulated to councillors for their comments. **ACTION: Clerk email information sheet**
- 7.5 **"Keep Chesterton tidy" Working Group – Cllr Rogers reported:** Been out today clearing rubbish along the A4095, A41 and Little Chesterton, still cleaning up after the traveller's mess which was left behind. A member of the working group has volunteer to organise a working group in Wendlebury.
- 7.6 **Emergency Action Plan – Cllr Rowe reported:** Meeting to be arrange in November
- 7.7 **New Residents to the Village** – No new residents
- 7.8 **Food Waste Brown Bin Bags** - The Council unanimously **RESOLVED** and agreed to buy some bags to sell onto Chesterton residents – **ACTION: Cllr Rowe to organise**

Meeting No: 06/21 on 2nd November 2021

- 7.9 **Firework display on Bottom Green** – The Council unanimously **RESOLVED** and agreed that they were happy for this event to happen on the Bottom Green.
- 7.10 **Community Afternoon Tea** – The Council wanted to say a big thank you to all residents who attended and made this day a great success, and a big thank you to all the helpers who helped on the day. The Council have received several thank you letters and emails from residents saying how much they enjoyed the afternoon.
- 7.11 **Research of ownership for the Parcel of land on The Hale** - CPC have now tracked down the owners for this land and are in discussion with them regarding to purchasing or renting this land off them.

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

Cllr Thompson reported:

- Ongoing discussion with OCC regarding security access via two public rights of way footpaths.
- Archaeological team have found some Saxon ditches
- Open Day has been put on hold until Next Year
- Tree planting will start in November for a period of two weeks
- Tim Screen has submitted to CDC change of use from Agricultural to recreational public access which has been approved

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

No update – meeting on 10th November 2021

10. Governance

- 10.1 **Councillor Vacancy** – Meeting is being arranged to see Jonathan Chavda – Pippa Hall is going to be co-opted onto the Community Committee for the Parish Council to represent Little Chesterton as a spokesperson, so will only attend monthly meetings, highways or planning meetings relating to Little Chesterton.
- 10.2 **Policy Reviews** – to be agreed and adopted:
- 10.2a Dignity at Work / Anti bullying Policy
 - 10.2b Member: Officer protocol
 - 10.2c Vacancy procedure

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 **Internal Audit Report 2020/21** – (circulated prior to meeting)
- 11.4 **Independent & Parish Remuneration Panel for 2021/22** – Chair highlighted some of the items of interest.
- ACTION: Clerk to circulate**

Payments Approved

October Payments

- 11.5 Clerk Phone Bill = £17.92
- 11.6 Payee Salaries = £932.04
- 11.7 Barclaycard = £492.19
- 11.8 Complete Weed Control = £324.00
- 11.9 Marchetti Garden Maintenance = £140.00
- 11.10 Zoom = £14.39
- 11.11 Green Scythe Ltd = £468.00
- 11.12 Roger N Cross = £199.98
- 11.13 Navitas Designs = £119.98
- 11.14 SLCC Membership = £85.00
- 11.15 Halford = £23.00
- 11.16 Marchetti Garden Maintenance = £110.00
- 11.17 Marchetti Garden Maintenance = £40.00
- 11.18 OALC = £120.00
- 11.19 In Stitches = £120.00
- 11.20 Expenses = £26.55

The Council unanimously **RESOLVED** to the Monthly report, Receipts, Payment and Audit report to be accepted. Motion proposed by Cllr Thomas and seconded by Cllr Hodges.

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

- 12.1 **Great Wolf email response** – Tom Brewerton and Stephen Webster have gone through the email and replied to each section. **ACTION: Clerk to send email back to Great Wolf**

- 12.2 **Bicester Sports Association** – Chair has spoken to BSA committee, and they advised they don't have 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 **21/03400/F** – Thatchover, Alchester Road, Chesterton – **Re-thatching of water reed roof with straw (due to lack of supplies of water reed)**
- 12.4 **21/00873/F** – Kemsley Farm, Northampton, Weston-on-the-Green, **Conversion of Barn to form a single dwelling house and associated works**
- 12.5 **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**
- 12.6 **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**
- 12.7 **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**
- 12.8 **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**

Applications Pending

- 12.9 **21/03029/TEL56** - Telecommunications Cabinet Cwl18723 H3g Network the Hale Chesterton - **Proposed 20.0m Phase 8 Monopole C/W wrapround Cabinet at base and associated ancillary works. - Objection**
- 12.10 **21/02840/TCA** - Keepers Cottage, Manor Farm Lane, Chesterton, OX26 1UD - **T1 & T2 Acer- fell. Both trees are on the grass verge and causing damage to the stone boundary – 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 **21/02310/CLUE** - Simms Farm, Unit 2, Kirtlington Road, Chesterton, Bicester, OX26 1TA - **Certificate of Lawfulness of Existing Use for a redundant agricultural building for light industrial use – No Objection**
- 12.13 **21/02317/F** - Bignell Park Barns, Kirtlington Road, Chesterton, OX26 1TD - **Demolition of agricultural buildings (some with existing office/storage use) and construction of new offices, associated car parking and landscaping – No Objection**
- 12.14 **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**
- 12.15 **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**
- 12.16 **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. 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.**
- 12.17 **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.**

Decisions Made

- 12.18 **21/02254/SCOP** - Axis J9 Phase 1 OS Parcel 4200 Adjoining Middleton Road and Empire Road Bicester - **Scoping Opinion - with respect to the scope of the Environmental Impact Assessment (EIA) in relation to development proposals of approximately 7 hectares of land. Permitted**
- 12.19 **21/02408/F** - Spring Well Farm, Kirtlington Road, Chesterton, OX26 1TW - **Proposed Covered Riding Surface – Permitted**
- 12.20 **21/02723/OUT** - Bicester Gateway Business Park, Wendlebury Road, Chesterton, OX26 2PA - **Variation of condition 16 (phasing plan) of 20/00293/OUT - To remove the requirement to deliver the mixed use co-working hub as part of the first residential phase - Permitted**
- 12.21 **21/02544/F** – Bignell Garden House, Bicester Road, Chesterton, OX26 1UF – **Conversion of detached outbuilding to provide ancillary residential accommodation Home Office/Studio. Permitted**
- 12.22 **21/02958/ADV** - KAM Project Consultants - **Land Adj to Promised Land Farm, Wendlebury Road, Chesterton - Various illuminated and non-illuminated advertisements – Permitted**
- 12.23 **21/02360/F** - 17 Augustan Road, Chesterton - **Proposed two Storey side/rear extension & single storey rear extension – Permitted**
- 12.24 **21/02711/F** - The Long Barn, Manor Farm Lane, Chesterton, OX26 1UD - **Extension and new concealed roof structure to central single Storey 'link' element. Replacement and additional doors and fenestration together with the internal reconfiguration of rooms and ancillary external works. – No Objection**
- 12.25 **21/03217/NMA** - Land Adj to Promised Land Farm Wendlebury Road Chesterton - **Non-material amendment to 20/02779/REM - Amendments relate to design enhancements which are necessary to secure Building Regulations Compliance and/or tenant alterations (the units are due to be let to tenants imminently). Updates to the drawing references in Conditions 1, 2, 3 are required to reflect the amended plans. The description of development will also need to be amended, such that it refers to the new GIA of the development. – Permitted**

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

- **Local Plan Review** – Need to respond by 10th November
- **OCC – Aim & Strategic Priorities**
- **The Rural Bulletin**
- **Community First Oxfordshire** – Annual Meeting 1st November
- **Cherwell Parish Liaison meeting** - 10th November at 6.00pm – 8.00pm

The Meeting Closed at 8.55pm

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