

Minutes of Chesterton Parish Council
Held at Chesterton Community Centre
Tuesday, 4th July at 7.00 pm.

DRAFT

Councillors Present: Johnathan Chavda (Vice-Chair), Paul Andrews, Chris Hawes, Jenny Hodges, Jo Rogers, Tony Thompson, Gary Warland.

In Attendance: Jackie Williams (Parish Clerk - Acting), Mike White (RFO), Stephen Webster (Planning Cttee)

Apologies: Andrew Thomas (Chair), Mel Cantwell

1. Apologies for Absence – To receive apologies (Clerk)

The Council accepted an apologies from Cllrs Andrew Thomas and Mel Cantwell.

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

None declared.

3. To Approve and Sign the Minutes of the Parish Council Meeting of 6th June 2023 (Chair)

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting and were duly signed by the Chairman.

4. Public Participation – to receive questions from members of the public relating to items on the agenda, by the Council's Code of Conduct and Standing Orders. This session will last no longer than 30 minutes and each resident is entitled to one question relating to an agenda item for a period lasting no more than 5 minutes.

No members of the public present.

5. To Receive a Report from the District /County Councillor (Cllr Nigel Simpson) and (Cllr Ian Corkin)

Cllr Nigel Simpson was expected to deliver his report upon his arrival later in the evening (as notified).

6. To Receive a Report from the Allotment Committee (JH/JR/MC)

Subsequent to discussions at the meeting it was confirmed that the £20.00 grant was in fact allocated towards the purchase of seeds for the allotment (half) plot to be taken up by the Community Payback Scheme.

It was confirmed that despite three rounds of allotment inspections, certain plot holders still hadn't received reminders to mow and strim their plots as per their signed Allotment Agreement. **Action: Clerk**

A quote to be obtained for mowing and strimming unlet plots. **Action: Clerk**

The plot waiting list to be located/re-activated. **Action: Clerk**

7. To Receive a Report from the Highway Committee (JC/JR/PA/CH/GW)

7.1 Speed Watch – Cllr Rogers reported: One official complaint made to the police by a member of the public pertaining to a recent speed watch event. TVP, however, were satisfied that all operational procedures had been correctly adhered to. Future speed watch events planned in light of imminent changes to road closures necessitated by the Great Wolf Lodge roadworks.

7.2 S106 – Cllr Chavda reported: No further news on funding reallocation. Looking to redirect the £10.5K funds towards other areas of the village. Efforts are continuing to secure £50K funding from HS2. **ACTION: JC to pursue progress with Dave Catling, OCC.**

Cllr Chavda reported that OCC Highways are currently investigating costs for a requested second chicane to be located between the Great Wolf Lodge entrance and the entrance to the village. This would act as a traffic slowing mechanism upon entering the village. Once identified, and if finally approved, costs hoped to be covered via Great Wolf or S106 funding.

- 7.3 **Closure to A4095 Update:** Following the latest information circular from Great Wolf Lodge, it was confirmed that the imminent change in the A4095 road closures would remain in place for two weeks from 6th July. Stephen Webster reported that ongoing issues around drilling under the brook, had delayed progress and that part of the operation would need to be rescheduled for a later date with traffic regulation measures put in place once again. Concerns regarding increased traffic movements through the village were discussed. Great Wolf Lodge have confirmed that HGV vehicles will not be allowed through the village, from the A4095. Cllrs Chavda and Rogers to be invited to the forthcoming SISK meeting. **Action: Stephen Webster**
- 7.4 **Letter of Complaint regarding Green Lane Parking on Grass Verge:** Funding applied for to facilitate planned measures to introduce official on-road parking. Benefits would be two-fold; to prevent current parking on (and abuse of) the grass verge and also parked cars to act as a traffic calming measure along Green Lane.

8. To Receive a Report from the Community Committee (Chair/TT/JR/JC)

- 8.1 **Keep Chesterton Tidy Working Group – Cllr Rogers Reported:**
Total Bags for June 2023 = 30
Phenomenal amount of car parts left at Park & Ride and large discarded gate to be removed.
Fly Tipping – Green Lane: Witnessed by CDC and photographic evidence taken. CDC now pursuing.
More NO cylinders found around the Pavilion. **Action: JR to notify the police.**
- 8.2 **Emergency Action Plan** – No further to report. **Action: Cllr Chavda to look into funding.**
- 8.3 **New Residents to the Village** – No report received in Cllr Hodges' absence,
- 8.4 **Bicester Police Rural Community Meeting** – Awaiting date for next meeting. **Action: Cllr Rogers to chase.**
- 8.5 **Bus Stop - Community Payback Scheme** – Bus stop work complete, and work continues in the churchyard as planned. **Action: Fiona Rowe to provide further update at next meeting.**

9. To Receive a Report from Burnehyll Woodland – update (TT/MC)

Cllr Thompson reported: Public safety concern re numerous broken bottles found in and around the balancing pond, coupled with anti-social dirt bikers and further destruction of very young trees. Alarming number of car parts being thrown from Park & Ride into the woodland. Repair costs for vast amount of broken fencing around Park & Ride to be investigated. **Action: Tony Thompson**
No further planting until the autumn due to ground hardness. Awaiting news on grants - unsure whether promised funding from Great Wolf has been deferred or withdrawn. Also possibility of funding from HS2? **Action: Stephen Webster to pursue.**

10. To Receive a report from the Pavilion and Playing Fields Committee – update (JR)

- 10.1 **Pavilion agreement for 2023-24:** It was **RESOLVED** that the agreement should be amended to include the agreed yearly insurance amount and signed at the next Finance Committee Meeting on 26th July 2023. **Action: Mike White**

11. Governance

- 11.1 **Internal Audit – Action Plan and Report to be agreed:** It was **RESOLVED** that the location of the written report and subsequent sign-off should be deferred to next Finance and subsequent Full PC Meeting. **Action: Mike White**
- 11.2 **Elaine Anstee Internal Audit 2023-24:** to consider and agree to employ Elaine Anstee for next year's Internal Audit. The motion was **RESOLVED** and unanimously agreed. Proposed and seconded by Cllrs Rogers and Thompson. Agreement unanimous.

- 11.3 **Full Parish Council Meeting Dates 2024** – The following **RESOLUTIONS** were made: to unanimously agree the table of dates indicating the usual first Tuesday of every month (no meeting in August as standard), commencing at 7pm. Also, that the January meeting would be deferred from 2nd to 9th January 2024). Also, the date for the Annual Parish Meeting to be Tuesday, 23rd April 2024. Proposed and seconded by Cllrs Warland and Hawes. **Action: Clerk**

Cllr Nigel Simpson entered the meeting at 19:42 and delivered his verbal report, as his submitted written report had arrived too late to be circulated prior to the meeting. (Report attached to these minutes). Matters discussed: CDC budgets, imminent OCC Ofsted Inspection of Special Education Needs provisions in Oxfordshire, two-year delay to hedge cutting plans due to ownership issues and subsequent GWL roadworks, support re Green Lane issues, Planning Dept staffing and performance issues, Local Plan progression update.

12. To Receive the Finance Officer's Monthly Report, Discuss other Finance Matters and Approve Expenditure/Income – update (RFO - MW)

- 12.1 **Finance Meeting** – Minutes circulated prior to the meeting.
12.2 **Monthly Report** – No questions raised.
12.3 **Receipts & Payment Report** - (circulated prior to meeting) update (MW). No questions raised.
Action: JC/JR to liaise with Fiona Rowe re quotes for Playgroup Fencing requirements
12.4 **Reconciled Bank Statement** – duly considered, agreed and signed by Vice-Chair
12.5 **Invoices for Payment** - to consider the following invoices for payment.

Payments for Approval – June

Clerk's Monthly Mobile Bill = £19.31

Payee Salaries £1,676.03

Expenses £34.15

Parish Election Charges £100

Complete Weed Control £374.40

Barclaycard £34.29

Training £132

Green Scythe Ltd £819.60

Elaine Anstee (Internal Auditor) £100.00

The Council unanimously **RESOLVED** to agree to the June payments and accounts.

13. To Receive a Report from the Planning Committee (JH/JC/PA/SW)

- 13.1 **Wates Development** – CDC Planning Committee meeting scheduled for 13th July. Stephen Webster to speak at the meeting on behalf of the Parish Council in objection to the proposal.
13.2 **Great Wolf** – Ongoing. A4095 roadwork issues regarding drilling under Gagle Brook discussed.
13.3 **Siemens** – Cllr Andrews and Hawes reported on plans for temporary access road.
13.4 **Bicester Gateway/Richard Cutler** – Stephen Webster reported re communication with Richard Cutler. Response to Pre-app awaited and then planning application to be submitted (solely residential). Cllr Chavda reported on his meeting with Thomas Homes and Richard Cutler.
13.5 **Lone Star** – Cllr Chavda confirmed the planned meeting on 18th July.
13.6 **Telecommunication Mast Appeal** – Cllr Chavda currently pursuing cancellation of appeal in the light of proposed plans for Great Wolf Lodge to host the mast on their land.

New Applications

- 13.7 **23/01493/REM** – Cala Homes Ltd, Proposed Himley Village Nth West Bicester, Middleton Stoney Road, Bicester, **Reserved Matters Application including access, layout, landscaping, and scale pursuant to outline planning permission 14/02121/OUT for internal primary and secondary streets along with the part discharge of conditions 12, 16, 17 and 19 for Phase 1B at Himley Village Bicester.**

- 13.8 **23/01648/F** - Greves House, Manor Farm Lane, Chesterton, OX26 1UD - **Erection of a free-standing garden room**

Applications Pending

- 13.9 **23/01311/F** – Albion Land, Unit 5, Charles Shoulder Way, Bicester, OX25 2DS, **Use of Unit as a Electric Vehicle Servicing Centre or for uses in Use Classes E(g)(i) and/or E(g)(ii) and/or E(g)(iii).** **No Objection**
- 23/01080/OUT** – Peveril Securities Ltd and Sladen Estates Ltd, Land North of Bicester Avenue Garden Centre, Oxford Road, Bicester, **Variation of Condition 4 (approved plans and documents), Condition 30 (highway design) and Condition 34 (employment floor space limit) of 17/02534/OUT 0 see supporting Planning Statement for full details**
- 13.10 **23/00725/F** - Kemsley Farm, Northampton Road, Weston-On-The-Green, OX25 3AA – **Construction of double garage with home office in roof space above** **(response pending)**
- 13.11* (please refer to Decisions Made)
- 13.12 **23/00173/OUT** - Land South Of, Green Lane, Chesterton - **Outline planning application for up to 147 homes, public open space, flexible recreational playing field area and sports pitches with associated car parking, alongside landscaping, ecological enhancements, SuDs, green/blue and hard infrastructure, with vehicular and pedestrian/cycle accesses, and all associated works (all matters reserved except for means of access)** **Objection with Report**
- 13.13 **23/00170/REM** - Cala Homes (Cotswolds) Ltd - Proposed Himley Village Northwest Bicester, Middleton Stoney Road, Bicester - **Reserved Matters Application pursuant to Outline planning permission 14/02121/OUT for infrastructure comprising two junctions to providing vehicular and pedestrian access into the site from Middleton Stoney Road and two initial sections of internal road**
- 13.14 **22/02600/DISC** - Bicester Sports Association, The Tudor Jones Building, Bicester Sports Association, Akeman Street, Chesterton, Oxfordshire, OX26 1TH - **Discharge of condition 5 (surface water drainage) 8 (Secured by Design principles) 10 (Construction Environmental Management Plan) 11 (parking and manoeuvring areas) of 19/00934/F** –**Comments submitted**
- 13.15 **21/03610/F** - Parkside, Bicester Road, Chesterton, OX26 1UF - **Proposed rear extension, Velux windows to front elevation, demolition of ex. Garage and construction of new garage with and single storey annexe to the rear garden** – **Comments submitted**
- 13.16 **22/01368/F** – The Chesterton Hotel, Bicester Road, Chesterton, Oxfordshire, OX26 1UE – **Construction of an emergency service access, overflow carpark and ancillary works** – **No Objection**
- 13.17 **21/02735/F** – Wendlebury Park Farm, Wendlebury Road, Chesterton, Bicester, OX25 2PE – **Extension to existing commercial building and detached stables with integrated store** – **No Objection**

Decisions Made

- 13.18 **22/03812/F** – Windways, Alchester Road, **Proposed Side and rear extensions, new detached garage, and studio in rear garden with new highway access** – **No Objection. Permitted.**
- 13.19 **23/00310/F** – 8 Banks Furlong, Chesterton, Bicester, OX26 1UG – **Side and rear two storey extension** – **No objection. Permitted.**
- 13.11* **23/00658/F** – Mulsanne, Alchester Road, Chesterton, Bicester, OX26 1UN – **Two storey rear extension, single storey front extension, remove chimney, repair and renew front dormers and associated alterations.** **Permitted**

14. TO LIST IMPORTANT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING (Clerk)

- Rural Services Network
- Community First Oxfordshire – Updates
- OALC – Newsletter
- CDC – Newsletter
- Number of complaint letters from Residents regarding Road Closure
- Email complaint regarding Allotment plots not being worked – a response has been sent back

The meeting Finished at: 8.20 pm
Date of Next Meeting: Tuesday 5th September 2023 at 7.00 pm

Chesterton Parish Council Meeting Dates 2023-2024 (commencing 7pm):

Tuesday 3 rd October 2023	Tuesday 7 th May 2024
Tuesday 7 th November 2023	Tuesday 4 th June 2024
Tuesday 5 th December 2023	Tuesday 2 nd July 2024
Tuesday 9 th January 2024	Tuesday 3 rd September 2024
Tuesday 6 th February 2024	Tuesday 1 st October 2024
Tuesday 5 th March 2024	Tuesday 5 th November 2024
Tuesday 9 th April 2024	Tuesday 3 rd December 2024
(Annual Parish Council Meeting: Tuesday 23 rd April 2024)	