

DRAFT

Minutes of Chesterton Parish Council Meeting Held at Chesterton Community Centre Tuesday, 7th November 2023 at 7.00 pm.

Councillors Present: Paul Andrews, Mel Cantwell, Chris Hawes, Jenny Hodges, Jo Rogers, Andrew Thomas, Tony Thompson, Gary Warland, Stephen Webster (Co-Opted Planning Cttee)

In Attendance: Brian Inglis (Clerk), Jackie Williams (Parish Clerk - Acting), Fiona Rowe (Parish Clerk - Acting)

Public Attendance: One

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

The Council accepted apologies from Johnathan Chavda, Mike White and District Cllr Nigel Simpson.

2. Requests for Dispensations, Declarations of Interest, Gifts and Hospitality (Chair)

To receive any requests for dispensations or declarations of interest from Councillors relating to items on the agenda, in accordance with the council's Code of Conduct and to note any gifts or hospitality.

None received.

3. To Approve and Sign the Minutes of the Parish Council Meeting of 3rd October 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 Chair.

4. Update on Progress from Previous Minutes – Reports of progress of outstanding items which do not require further decision. (Chair)

7. The planned bonfire at the allotments did not go ahead

8.3 Little Chesterton Traffic Gates. Meeting scheduled for 16/11/23. JR has supplied data on fly tipping to answer concerns. Parish council awaiting decision.

9.2 Gigaclear Ultra-Fast Full Fibre Broadband Meeting Update. Ongoing

9.5 Access to Playing Field Area from Green Lane Properties. Write to all properties with access to advise that all vehicular access is prohibited. (Clerk)

9.6 Bottom Green Drain Upgrade. Letter to OCC was acknowledged, works to commence in 2024

9.7 Community Centre Car Park Barrier Operation. Hall hirers are now closing the barrier after bookings, with no issues.

9.8 Gates Behind Annexe. AT would liaise with CH, who agreed to arrange the removal of the gates for scrap. (AT+CH)

9.10 Staging in Annexe. Decision yet to be made (SW)

9.11 Document Shredding. This operation is ongoing (FR/JW/)

11.1 Pavilion Agreement for 2023-24. Ongoing (JC/MW)

11.3 Requirement for Signage for Green Fencing re unacceptable ball kicking incidences. Quotes in hand, signs to be ordered. (Clerk)

14.1 Possible £20K funding for Chesterton Footpaths 1+2. To be picked up by GW. Clerk to supply GW with contact details and email history with Rebecca McNaught (GW/Clerk)

14.3 It has been decided not to proceed with the purchase of the automated mobile speed camera, due to the cost outweighing the benefits.

5. **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.**

Member of the public asked for an update on the Great Wolf situation in general, and the ongoing disruption around the village in general. SW gave an update, stating that operations had been paused and that the site remains unserviced. After a discussion, it was agreed to write to Great Wolf asking for an update on immediate and longer term plans for the site, including the public right of way. (Clerk/AT/SW)

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

No report had been received by Cllr Corkin at the time of the meeting. However, Cllr Simpson had submitted a general report on issues ongoing around the district. The Clerk to circulate for info. (Clerk)

A village walk about took place on Monday 30th with Cllr Simpson, who has submitted an update on matters raised at the time. AT/Clerk to thank Cllr Simpson and stay in contact for updates.

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

JH reported all plots now taken, with two people on the waiting list, and plans were being made to turn off the water.

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

8.1 Community Speed Watch activities have been affected by poor weather but will continue.

8.2 JR had met with Jon Hicks (JH) from Highways on the corner of A4095 and The Hale to let him see the issues of flooding at the dropped kerb crossing points. Jon Hicks left with a commitment to put this right, stating that a site meeting is planned for 1st December to sign works in this area off.

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

9.1 **Keep Chesterton Tidy Working Group** – JR gave an update, litter picking is ongoing, spreading further afield. Relations with CDC good, with bags left at Community Centre being taken away very quickly. JR reported that she had contacted StreetWatch Outreach Team to give support to a homeless person within the parish and was thanked for this.

JR reported that the notice board system in the village planters needs an upgrade, with current boards almost beyond repair. JR to look at quotes to replace and upgrade. (JR)

9.2 **Chesterton Hotel Noise Issues** - JW had good cooperation from Enforcement Officer, Jim Guest (JG) and has drafted a further letter to him on behalf of the Parish Council, updating him on continuing noise issues and exchanges between residents and the hotel on further occasions. Jim Guest has committed to attending the hotel in person on selected dates to monitor the noise and intervene if necessary. JW to go ahead and send the letter. (JW)

9.3 JR attended ECRCF (Rural Resilience) meeting along with JW and FR and reported on valuable contact with local police officers, discussing a variety of local issues. Importance stressed for councillors to attend future meetings whenever possible.

9.4 There are no new residents. Clerk to produce more welcome packs. (Clerk)

10. **To Receive a Report from Environmental/Burnehyll Woodland Committee (JC/TT/MC)**

10.1 **Burnehyll Woodland Update.** TT and MC had attended a meeting, TT reported that the Street Scene Team have completed fencing work along Vendee Drive, to good visual effect. The poor weather has prevented any significant progress otherwise, with planting probably deferred until 2024. TT reported on encouraging progress with some grant applications, with more detail to follow in due course. TT and MC paid particular tribute to 3 individuals whose contribution continues to be vital.

11. **To Receive a report from the Pavilion and Playing Fields Committee (JC/RFO/CH)**
 - 11.1 **Geminus Road Play Equipment – ROSPA Inspection/Management/Repair Agreement Update (JC)** – Quotes in hand, matter to be discussed at next Finance Committee Meeting and a proposal brought to the December full council meeting for discussion and agreement on the way forward. (JC)
CH to liaise with Cath Norman regarding sight of her weekly play equipment inspection check sheets. Important issues to be reported back to the Parish Council. (CH)
12. **Governance**
 - 12.1 Existing Data Protection policy was discussed as it is due for review. It was agreed that the current policy needs updating. PA/Clerk to work on this, with a draft circulated ahead of December meeting.
13. **Emerging Cherwell Local Plan 2040**
 - 13.1 AT/SW gave a brief report on consultation events attended, at one of which SW was able to have some valuable time with the CDC Director of Planning and his Planning Manager. Further dialogue would be welcomed, with encouragement given to continue with the plans for producing a neighbourhood plan. SW committed to proceeding with this, with support from the working party.
 - 13.2 AT commented on a well attended village meeting on 28th October, at which there had been lively participation among residents and SW had answered all points and questions. Following this, AT and SW had further consultation, including adjacent parishes, and put together a response document for submission to CDC on behalf of the parish council, which was also circulated among council and district councillors. Clerk to circulate among councillors for information.
 - 13.3 Victoria Prentis MP had visited the parish and had met with AT and others, and during the meeting she intimated that she would be submitting similar comments to CDC in response to the Local Plan.
14. **To Receive the Finance Officer's Monthly Report, Discuss other Finance Matters and Approve Expenditure/Income**
 - 14.1 **Finance Committee Meeting Minutes September 2024 (circulated prior to the meeting).** Accepted.
 - 14.2 **Monthly Report (circulated prior to meeting)** Discussed, with all councillors in agreement.
 - 14.3 **Receipts & Payment Report - (circulated prior to meeting).** All councillors in agreement.
15. **To Receive a report on OCC Town and Parish Council Charter (AT)**
 - 14.1 AT gave a report on a short Zoom summit he attended, and he would circulate the link to a survey, encouraging councillors to complete and submit it. (AT/ALL)
16. **To Receive an Update on Chesterton Parish Plan vs Neighbourhood Plan (SW)**

Work on this project is ongoing, with SW thanked for tireless input.
17. **To receive a report from the CIO (Chesterton Community Partnership) meeting**

TT reported on a well attended meeting, mentioning good work by a team led by FR who had cleaned, painted and carried out repairs to fencing in and around the village hall, but stated that more repairs and upkeep would be required in near future.

TT reported that bookings for the Community Centre were down, particularly on Friday evenings with a reduction in parties, but all other usage had remained positive. TT confirmed that the system of hall hirers closing the barrier is working well.

FR raised the issue of CIO annual rent charges to the playgroup, noting that this would be discussed at the January meeting of the CIO and requesting that the parish council discuss their lease agreement with them before then. AT agreed to place this as an item on the agenda for the December finance meeting. (AT/MW)

GW agreed to receive the emergency generator alert messages and take responsibility for seeing to this. FR to provide GW with contact details for David Pheasey, who will provide familiarisation. (FR)

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

- 18.1 **Great Wolf Update:** As stated earlier in the meeting, SW to continue to press Great Wolf's representative on their obligation to leave a tidy and secure site while operations have paused and will attempt to gauge Great Wolf's plans for the future. FR understood that the restoration of the public footpath across the land may be nearing completion and will stay abreast. (SW/FR)
- 18.2 **Wates Development Appeal Notification:** SW maintaining contact with case officer to ensure that the parish council misses nothing. The parish council will not be producing a template letter for residents, reasoning that such letters are not effective in appeal situations when the inspector will be reading all previously submitted comments as part of the appeal process. The Clerk to communicate this to any resident enquiring about template letters. (SW/Clerk)

New Applications

- 18.3 **23/02618/F - Great Lakes Ltd. Facilitate proposed utility crossing. Garage site to south of Bignell Park + Paddock south of Garage block, Bicester Rd.** The case officer has allowed an extension of time to allow this to be considered. SW gave insight into the technical aspect of this application, and it was agreed to submit an objection. SW to provide The Clerk with wording in due course.
- 18.4 **23/02630/F - J & R Homes Ltd. Variation of Condition 2 (plans) of 18/01806/F - amendment to plan 1240-9. 1 The Green, Chesterton, Bicester, OX26 1UU.** No objection + comment made
- 18.5 **23/02664/F – Tesla.** Alterations to the arrangement of the external parking and service area, inclusion of a wash bay, minor changes to the elevations, and associated works. Unit 5, Charles Shouler Way, Bicester, OX25 2DS, Chesterton. No objection + comment made
- 18.6 **23/02399/REM - Reserved Matters approval for 23/01080/OUT - Details of access, appearance, landscaping, layout and scale relating to the proposed development of Class E(g)(i) (formerly B1(a)) office/commercial building and Class E(g)(ii) (formerly B1(b)) Research and Development Units, plus associated car parking. Land north of Bicester Garden Centre, Oxford Road, Bicester.** Comments made

Applications Pending

- 18.7 **23/02337/F – Oxford Polo Ltd.** Os Parcel 9366 Adjoining and West of Vermont Northampton Road Weston On The Green. Change of use of land from agricultural to equestrian. No objection
- 18.8 **23/02355/F – GG Oxford Investments Ltd.** Demolition of existing building and construction of 33 No. apartments, together with landscaping, car parking, bin stores, secure cycle parking and associated infrastructure. Resubmission of 21/02753/F.
- 18.9 **23/02300/TCA – Chesterwood, Alchester Rd – T1 Larch fell.** No objection
- 18.10 **23/01711/REM - Reserved matters approval for 17/02534/OUT - Proposed construction of a sub-station with all associated works. Land north of Bicester Avenue Garden Centre, Oxford Rd, Bicester.**
- 18.11 **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.**
- 18.12 **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.**
- 18.13 **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.**
- 18.14 **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.**
- 18.15 **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.** While discussing this application, the subject of enforcement action on the replacement roof at this venue was raised. After discussion it was agreed that the Clerk would write and request an update.

Meeting Ref: 28/23 on 7th November 2023

18.16 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 – None since last meeting

19. To List Important Correspondence Received Since Last Meeting (Clerk)

- Rural Services Network October Bulletin
- Correspondence from resident regarding 18 The Green (dated 27/10) – Sanctuary Housing have been contacted, Cllr Nigel Simpson aware. The Clerk to respond with update, copying JH
- Correspondence from resident re Traffic gates at entrance to Little Chesterton from A41 (dated 22/10) – The Clerk to update the resident with detail as discussed earlier in the meeting.
- Invitation to Cherwell Parish Liaison Meeting (MS Teams) - 8 November (email circulated 26/10) (All)

20. Date for Receipt of Items for Next Agenda (Clerk)

The Clerk confirmed agenda items submission deadline of Wednesday 22nd November 2023. (ALL)

AT reminded councillors to consider content for the next edition of ABC magazine. (ALL)

The meeting Finished at: 9.20pm with Andrew Thomas thanking Jackie Williams and Fiona Rowe on behalf of all councillors and residents, for their tireless and dedicated service to the parish council.

Date of Next Meeting: Tuesday, 12th December 2023, 7pm

Signed: Date:
(Chair / Vice-Chair)

Chesterton Parish Council Meeting Dates 2023-2024 (commencing 7pm at the Community Centre):

Tuesday 2 nd May 2023	Tuesday 9 th April 2024
Tuesday 6 th June 2023	Tuesday 23 rd April 2024 (Annual Parish Mtg)
Tuesday 4 th July 2023	Tuesday 7 th May 2024
Tuesday 5 th September 2023	Tuesday 4 th June 2024
Tuesday 3 rd October 2023	Tuesday 2 nd July 2024
Tuesday 7 th November 2023	Tuesday 3 rd September 2024
Tuesday 12 th December 2023	Tuesday 1 st October 2024
Tuesday 9 th January 2024	Tuesday 5 th November 2024
Tuesday 6 th February 2024	Tuesday 3 rd December 2024
Tuesday 5 th March 2024	

Members of the Public welcome to attend.