

DRAFT

Minutes of Chesterton Parish Council Meeting Held at Chesterton Community Centre Tuesday, 12th December 2023 at 7.00 pm.

Councillors Present: Paul Andrews, Mel Cantwell, Johnathan Chavda, Jenny Hodges, Jo Rogers, Andrew Thomas, Tony Thompson, Gary Warland.
In Attendance: Brian Inglis (Clerk), Mike White (RFO), Stephen Webster (Co-Opted Planning Cttee)
Public Attendance: None

1. Apologies for Absence

The Council accepted apologies from Cllr Chris Hawes and District Cllr Nigel Simpson.

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

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 7th November 2023

The minutes were unanimously 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.

- 4.1 4.9.2 Gigaclear Ultra-Fast Full Fibre Broadband Meeting Update. Ongoing. Despite regular contact from Cllr Chavda, no date has been given for a public village presentation (Action – Cllr Chavda)
- 4.2 4.9.5 The Clerk has hand delivered letters to residents of 1-10 The Green.
- 4.3 4.9.8 Old scrap metal has been removed from behind The Annexe
- 4.4 4.11.1 Pavilion Agreement has been signed by all parties.
- 4.5 4.14.1 Possible funding for Chesterton Footpaths. Cllr Warland is progressing this and will report at the next meeting. Clerk to place on the January agenda.
- 4.6 13 Stephen Webster reported on a progress meeting with CDC planning officials to discuss the Cherwell Local Plan (2040). Clerk to place on agenda as a recurring item.
- 4.7 18.2 Stephen Webster gave an update on Wates Development Appeal. Clerk to place on agenda as a recurring item.
- 4.8 18.1 General discussion around the footpaths and pavements around the village. The Chair reported that he had contacted BSA to ask for a progress report, with no response as yet.

5. Public Participation – No public participation

6. To Receive a Report from the District / County Councillor

A report from District Cllr Nigel Simpson had been circulated in advance of the meeting by The Chair.

7. To Receive a Report from the Allotment Committee

7.1 Allotment Charges for 2024/5 are under review. There are 4 people on a waiting list for a plot. After discussion, it was agreed that parish residents would take priority over applicants from outside the parish. Cllr Hodges gave a report on maintenance work due to be carried out at the allotments.

8. To Receive a Report from the Highway Committee

- 8.1 Community Speed Watch – Cllr Rogers gave an update. This is ongoing, with data being sent to TVP and issues with speeding and inconsiderate driving are reported to CDC Highways
- 8.2 Little Chesterton Village Gates – Cllr Andrews reported that the installation of a barrier on the unnamed road leading to Little Chesterton was approved by OCC at a meeting on 16th November.
- 8.3 Snagging List received from OCC, circulated on 24/11 – Cllr Rogers gave an update on progress. Clerk to place on agenda as a recurring item.
- 8.3 After discussion, it was resolved to compile a letter for submission to OCC and CDC in which the parish council will summarise the catalogue of disturbances which residents of Chesterton and Little Chesterton have had to endure in recent years. Clerk to collate reports from councillors and present a draft letter to next council meeting (Action - Clerk)

9. To Receive a Report from the Community Committee

- 9.1 Keep Chesterton Tidy Working Group – Cllr Rogers gave an update, as previously circulated
- 9.2 Chesterton Hotel Noise Issues – The Clerk reported that a response had been received from CDC, further to which the environment officer had visited the hotel. Problems have continued, with several residents having contacted the parish council with complaints. The Chair reported that the hotel is to be served with a Noise Abatement Order (NAO), and after discussion it was resolved that the parish council would support residents in the collation of data and evidence of noise pollution from the hotel and will keep pressure on CDC officials to ensure the terms of the NAO are being met. Clerk to place on the January agenda. It was further resolved that The Clerk would write to the owner of the hotel to inform him of this decision. (Action - Clerk)
- 9.3 There are no new residents in the village.

10. To Receive a Report from Environmental/Burnehyll Woodland Committee

- 10.1 Burnehyll Woodland Update - Cllr Thompson gave a report on recent activity on the site and an update on funding possibilities which are being pursued.

11. To Receive a report from the Pavilion and Playing Fields Committee

- 11.1 Geminus Road Play Equipment – ROSPA Inspection/Management/Repair Agreement Update – Cllr Chavda reported. It was resolved that a monthly ROSPA accredited is carried out on the play equipment in future. It was further resolved that all equipment repairs which had been classed as medium and high in the recent annual Rospa report would be carried out. (Action – Cllr Chavda)

12. Governance

- 12.1 Cllr Andrews is currently drawing up a draft Data Protection Policy, to be circulated prior to the January meeting (Action – Cllr Andrews)

13. To Receive the Finance Officer's Monthly Report, Discuss other Finance Matters and Approve Expenditure/Income

- 13.1 Finance Committee Meeting Minutes November 2023 (circulated prior to the meeting). Accepted.
 - 13.2 Monthly Report (circulated prior to meeting) Discussed, with all councillors in agreement.
 - 13.3 Receipts & Payment Report - (circulated prior to meeting). All councillors in agreement.
- The RFO gave a brief update on work being carried out to agree the precept for 2024/25, stating that once he has notice of the tax base from CDC, he can compile a finalised proposal for presentation to the next finance meeting on 19th December. Clerk to place on the January agenda.

14. To Receive an Update on Chesterton Parish Plan vs Neighbourhood Plan

- Cllr Webster reported that work on this project is ongoing and can be progressed when we have the updated boundary plan. Clerk to place on agenda as a recurring item.

15. To receive a report from the CIO (Chesterton Community Partnership) meeting

Cllr Thompson reported that the CIO had not met since the last council meeting.
The Finance Committee had made a proposal of the annual rent charge for 2024/5 and it was resolved that
The Clerk would send notification of this proposed charge to the Chair of the CIO forthwith.

16. To Receive a Report from the Planning Committee

16.1 Great Wolf Update. Cllr Webster gave a concise report, noting that all activity on site had ceased and
the site entrance horded. Off-site works have apparently all been completed.
Cllr Hodges gave a concise report on new and ongoing planning applications, noting that CDC are awaiting
further advice from Thames Water on application 23/02618 for works over Gagle Brook.
Cllr Hodges reported that application nos. 23/02337/F and 23/01711/REM have been approved.

17. To List Important Correspondence Received Since Last Meeting

Correspondence via the parish website from a resident with concerns over persistent issues with dog fouling
and inconsiderate parking in the village. Following discussion on unattended dog fouling, it was resolved to
contact the CDC dog warden and to place information in the ABC magazine, social media and the parish
website about how to report instances, and to remind residents of how to obtain dog poo bags and of the
location of the dog poo bins in the village. These messages are to be recurring. (Action – Clerk)
Following discussion on the subject of inconsiderate parking at school times, Cllr Warland committed to work
with the headmaster to identify offenders and to reinforce the message. (Action – Cllr Warland)

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

The Clerk confirmed agenda items submission deadline of Wednesday 27th December 2023. (ALL)
AT reminded councillors to consider content for the next edition of ABC magazine. (ALL)

The meeting Finished at: 8.36pm.

Date of Next Meeting: Tuesday, 9th January 2024, 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.