

DRAFT

Minutes of Chesterton Parish Council Meeting at Chesterton Community Centre Tuesday, 9th January 2024 at 7.00 pm.

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

1. Apologies for Absence

The Council accepted apologies from Cllr Jenny Hodges.

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 12th December 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. – Nothing reported.

5. Public Participation – No public participation

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

District Cllr Nigel Simpson gave a concise report on district and wider county affairs.

7. To Receive a Report from the Allotment Committee

7.1 It was RESOLVED that charges for 2024/25 would be set at £50 per full plot and £35 per half plot. Cllr Rogers gave a concise report on maintenance work being 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. Speed Watch warning signs have been ordered and will be fixed to the existing village signs on the entrances to the village.

8.3 Snagging List received from OCC, circulated on 24/11 – Cllr Rogers gave an update on progress.

8.3 Cllr Rogers has finalised the content of the formal letter of complaint for submission to OCC. Clerk to submit in due course. (Action - Clerk)

Cllr Warland reported that he had logged a case of a broken gate on FixMyStreet which had not yet been addressed, giving concerns that anti-social behaviour and/or unauthorised encampment may take place due to the lack of access control at the site. Cllr Rogers to speak to a contact at CDC Highways and Cllr Warland to raise the issue in writing with CDC Highways. (Action – Cllr Warland / Cllr Rogers)

9. To Receive a Report from the Community Committee

- 9.1 Keep Chesterton Tidy Working Group – Cllr Rogers gave an update on activity and statistics covering the whole of 2023, as previously circulated.
- 9.2 Chesterton Hotel Noise Issues – A response from the owner of Chesterton Hotel (previously circulated) was discussed briefly. The Clerk had requested an update from CDC, but none had been received.
- 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, an update on grants received and gave credit to everyone involved in this project.

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

- 11.1 It was agreed that the area of the hedge between the playing field and Church Lane needs bringing into order, and further agreed that quotes would be sought to find out the cost of carrying out this project, with a decision to be taken on how to proceed once quotes are in hand. (Action – Cllr Hawes)

12. Governance

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

13. Draft Oxfordshire Councils Charter – Consultation Update (Chair)

The expected consultation paper from OCC had not been received on 3rd January as stated, and this item was carried over to the February meeting.

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

- 14.1 Finance Committee Meeting Minutes December 2023 (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.
- 14.4 Following a discussion, it was RESOLVED to accept and implement the 2024/25 Budget as presented.
- 14.5 After a discussion, it was RESOLVED to submit an application for a Precept for 2024/25 of £60,000.
- 14.6 After discussion, it was RESOLVED to make a monthly contribution of £40 for 12 months, towards the publication of the ABC magazine, following an application from the ABC committee.

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

No report – Cllr Thompson advised that the next meeting of the CIO is scheduled for 11th January 2024.

16. Proposal for Chesterton Parish Council to adopt a logo or coat of arms

After discussion it was RESOLVED that the process of adopting a logo or coat of arms would be started, with Cllr Andrews to make initial ground work (Action – Cllr Andrews)

17. Proposal to Submit an Application for Designation of a Neighbourhood Plan

After discussion, it was RESOLVED to submit an application to Cherwell District Council for the designation of Chesterton as a Neighbourhood Area, thereby starting the process of producing a Neighbourhood Plan. The Clerk to work with Stephen Webster on the wording of the letter, to be sent immediately. (Action – The Clerk)

18. To Receive a Report from the Planning Committee

- 16.1 Stephen Webster reported that Appn 23/02618/F (Great Lakes Ltd) has been approved. There has been no movement on Great Wolf since the last meeting.
- 16.2 Stephen Webster gave a concise update on the Wates Development Appeal, noting the start date of 6th February 2024.

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16.3 Stephen Webster reported that there have been no developments regarding the Cherwell Local Plan (2040) since the last meeting.

The Chair read a report from Cllr Hodges to councillors, detailing new and ongoing planning applications.

17. To List Important Correspondence Received Since Last Meeting

The Clerk had circulated a document received from the Police and Crime Commissioner, inviting applications for grant money held in the Community Fund for crime prevention. It was agreed that Cllr Warland would head up the process of applying on behalf of Chesterton Parish Council, with input from councillors, before the closing date of 29th January 2024. (Action – Cllr Warland / All)

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

The Clerk confirmed agenda items submission deadline of Wednesday 25th January 2024. (ALL)

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

The meeting Finished at: 9:11pm.

Date of Next Meeting: Tuesday, 6th February 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.