

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 14th May 2024 at 7.00 pm.**

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

1. To Carry Out The Election of Chair – (Clerk)

The Council unanimously **RESOLVED** and agreed to elect Cllr Andrew Thomas as Chair for 2024-25

2. Apologies for Absence

There were no apologies

3. 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.

Cllr Hawes declared an interest in Planning Application 24/00948/F, as the applicant.

4. To Carry out the Election of Vice-Chair

The Council unanimously **RESOLVED** and agreed to elect Cllr Johnathan Chavda as Vice-Chair for 2024-25

5. To Approve and Sign the Minutes of the Parish Council Meeting of 9th April 2024

The minutes were unanimously accepted as a true and accurate record of the meeting and were duly signed by the Chair.

6. Update on Progress from Previous Minutes – Reports of progress of outstanding items which do not require further decision.

7.2 The Clerk had responded to the member of the public who had written, to inform them that after investigations, councillors had no concerns over animal welfare on the allotments.

9.2 The Clerk reported that a second resident had raised the issue of the wild meadow at Audley Gardens and had been successful in having a response from Taylor Wimpey. The Clerk had passed these contact details for Taylor Wimpey to the original resident of Lander Close with a suggestion that they also make contact.

11.4 Work had been carried out on the trees/hedging at the perimeter of the playing fields, at a cost of £1,700.

12.1 The updated Privacy Notice and Website Accessibility Statement have been added to the parish website.

7. Public Participation – No public present.

8. To Receive And Consider Proposals For Committee Structure And Chairs For 2024-25

The Council unanimously **RESOLVED** and agreed that these would be unchanged for 2024-25.

9. To Receive And Consider Proposals For Working Group Structure And Convenors for 2024-25

The Council unanimously **RESOLVED** and agreed that these would be unchanged for 2024-25.

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

District Cllr Nigel Simpson was thanked for attending and gave a report on Cherwell District Council affairs. Cllr Simpson reported that a meeting of the East Cherwell Rural Community Forum (ECRCF) will take place on Tuesday 28th May 2024 in Chesterton Community Centre.

11. To Receive a Report from the Allotment Committee

All but one tenants have paid their rental fees for 2024-25. Plots which have been given up have now been re-allocated to residents on the waiting list.

The Allotment Committee are in the process of carrying out early season inspections, with advisory notices to be sent to tenants who have not yet begun cultivation for the season.

The Allotment Committee announced that there would be an allotment competition this year, with details to be confirmed and communicated to tenants soon.

12. To Receive a Report from the Highway Committee

12.1 Cllr Rogers reported on a new OCC Highways Engagement initiative, and on a productive meeting which she had attended in the parish with a representative.

12.2 Community Speedwatch – Cllr Rogers gave an update on recent activity, paying tribute to the ongoing efforts of the volunteers involved in the programme.

13. To Receive a Report from the Community Committee

13.1 Cllr Rogers gave an update on the Keep Chesterton Tidy Working Group.

13.2 Cllr Hodges reported that there is ONE new resident in the village, with whom she will make contact.

14. To Receive a Report From Environmental & Burnehyll Woodland Committee

Cllr Thompson gave an update on activity on the Burnehyll Woodland project and will give a report from the next committee meeting.

15. To Receive A Report From The Pavilion And Playing Field Committee

Cllr Chavda reported that the new play equipment inspection contract has commenced, to his satisfaction.

Cllr Chavda reported that he had circulated an updated lease agreement to both the football club and the cricket club, with fine details to be agreed and documents signed in due course.

The Chair gave clarification on the contracts the parish council currently have in regard to grass cutting.

16. Governance

16.1 The Chair reported that the proposed updated Data Protection Policy had not been circulated due to time constraints, but The Clerk has a copy of the proposed document drawn up by Cllr Andrews and will seek guidance from OALC and SLCC on the wording to ensure legal compliance.

16.2 Councillors RESOLVED to adopt an updated Document Retention And Disposal Policy and Appendix (circulated prior to the meeting).

16.3 After a presentation from The Chair, Councillors RESOLVED and agreed to adopt and sign up to the NALC/SLCC CIVILITY and RESPECT Pledge. (Action – Chair / Clerk)

16.4 Councillors RESOLVED to approve the list of Full Council Meeting dates for 2024-25 which had been previously circulated. (Action – Clerk)

17. To Receive The Finance Officer's Monthly Report, Discuss Other Finance Matters And Approve Expenditure / Income

17.1 RFO Mike White reported that Year End preparations and the process of internal and external audit are under way, and he will work with the Clerk to address any issues as they may arise.

17.2 The RFO Monthly Report (circulated prior to meeting) was discussed, to satisfaction of councillors.

17.3 The RFO Receipts & Payment Report (circulated prior to meeting) was scrutinised, with all councillors in agreement.

Following a discussion on the present and future upkeep of the trees and hedging at the entrance to the village, between Church Road and the fence to the playing fields, it was agreed that the Environmental Committee would convene a site meeting and with guidance and input from RFO Mike White, make recommendations in a report to a future meeting. (Action – Environmental Committee / RFO)

18. To receive a Report from the Planning Committee

- 18.1 Stephen Webster gave a concise update on activity surrounding the Great Wolf project, including a planned meeting between councillors and Great Wolf representatives.
 - 18.2 Steven Webster noted that there had been no decision published on the Wates Development appeal.
 - 18.3 Stephen Webster will attend and report back from a meeting which has been arranged between the Little Chesterton Working Group and the developers of the Siemens project at Symmetry Park.
- Stephen Webster then gave a concise update on general local planning issues as they might affect Chesterton.

19. To Receive A Report On Planning Applications Received

Cllr Hodges gave an update on three new planning applications as shown on the agenda, detailing comments and an objection which has been submitted to CDC in one case. Cllr Hodges then gave an update on undecided planning applications as detailed on the agenda.

20. Important Correspondence Received Since The Last Meeting

None

The Chair reminded councillors to consider content for the next edition of ABC magazine. (Action - All)

The meeting Finished at: 8:32pm.

Date of Next Meeting: Tuesday, 4th June 2024 at 7pm

Signed: Date:
(Chair)

Chesterton Parish Council Meeting Dates 2024
All meetings commence at 7pm at Chesterton Community Centre

Tuesday 4th June 2024
Tuesday 2nd July 2024
August – No Meeting
Tuesday 3rd September 2024
Tuesday 1st October 2024
Tuesday 5th November 2024
Tuesday 3rd December 2024

Members of the Public welcome to attend.