

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 2nd July 2024 at 7.00 pm.**

Councillors Present: Paul Andrews, Mel Cantwell, Johnathan Chavda, Chris Hawes, Jo Rogers, Tony Thompson, Gary Warland.
In Attendance: Brian Inglis (Clerk), Mike White (RFO), Cherwell District Cllr Grace Conway-Murray.
Public Attendance: None.

1. Apologies for Absence

There were apologies from Cllr Andrew Thomas, Cllr Jenny Hodges, Stephen Webster and Cherwell District Cllr Nigel Simpson. Vice-Chair Johnathan Chavda took the Chair.

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.

There were none.

3. To Approve and Sign the Minutes of the Parish Council Meeting of 4th June 2024

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. There was nothing to report.

5. Public Participation –

Cllr Hawes took the opportunity to report on a successful local village event which he had attended recently and asked for councillors' thoughts on the feasibility of a similar event being staged in Chesterton in future. Following a wide ranging exchange of views, Cllr Hawes offered to look into the logistics of such an event and an item relating to this will be placed on the agenda for the next meeting of full council. (Action – Cllr Hawes)

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

Cllr Conway-Murray was thanked for attending and gave a brief report on Cherwell District Council affairs, although it was accepted that there had been very little activity considering the imminent General Election.

7. To Receive a Report from the Allotment Committee

7.1 Two allotment tenants have been issued with Termination Notices, following warnings on non-cultivation. When these allotments are cleared, they are to be offered to those on the waiting list. The Allotment Committee are considering options on the management of trees and hedges on and around the allotments, with a site survey to be arranged and costings analysed. (Action – Allotment Committee)

8. To Receive a Report from the Highway Committee

8.1 Chesterton Speed Reduction Measures, including the extension of the 20MPH area on the A4095 and a reduction to 30MPH on The Hale were approved at the OCC Decisions Meeting on 20th June 2024.

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

Cllrs Andrews and Hawes gave a report on the impact of the recently installed bollards at Little Chesterton.

9. To Receive a Report from the Community Committee

- 9.1 Cllr Rogers gave an update on the Keep Chesterton Tidy Working Group.
- 9.2 There are no new residents in the village.

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

Cllrs Thompson and Cantwell gave an update on activity on the Burnehyll Woodland project, noting that progress has been hampered by poor recent weather, and gave details of future planting programmes.

11. To Receive A Report From The Pavilion, Playing Field and Play Equipment Working Group

- 11.1 The annual RoSPA inspection will be carried out on a date to be confirmed in July. Cllr Chavda reported that Playgrounds Unlimited had carried out their initial inspection of the play equipment, to his satisfaction. The plan to replenish the bark in the children's play area is ongoing.

12. Governance

- 12.1 It was RESOLVED to adopt a revised s137 Grant Award Policy and Application Form, as previously circulated for scrutiny. The Clerk will implement accordingly (Action – Clerk)

13. Training

- 13.1 The Clerk expanded on a previously circulated link to current and future training opportunities which are available to councillors via OALC, SLCC and Breakthrough Communications, encouraging councillor participation and offering to make bookings where needed. (Action – All)

14. Review Of Parish Website And Domain Name

- 14.1 Following some issues highlighted by the internal auditor, The Clerk asked that councillors spend some time reviewing the parish website as it stands and do some research into alternatives. Cllr Warland gave some valuable input into the matter and committed to spend some time looking at the technical side of any potential change or upgrade of the website. (Action – Cllr Warland).

This item will be placed on the agenda for the next meeting of main council.

- 14.2 It was RESOLVED to proceed with a switch from the present .org domain to a .gov domain as recommended by NALC and outlined in the previously circulated briefing paper. (Action – Clerk)

Councillor Warland left the meeting at this point.

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

- 15.1 The RFO Monthly Report (circulated prior to meeting) was discussed, to satisfaction of councillors.
- 15.2 The RFO Receipts & Payment Report (circulated prior to meeting) was scrutinised and accepted.
- 15.3 The Bank Balance to Receipts and Summary schedule for June 2024 was scrutinised, agreed and signed by Cllr Chavda
- 15.4 The RFO gave an update on the Annual Governance and Accountability Return for 2023/24 and the associated Internal Audit, to the satisfaction of councillors. All relevant documents, including the Notice of Public Rights, have been uploaded to, and are available to view on the parish website.
- 15.5 The RFO gave an update on Banking and Investments, noting the amount of interest received.

16. To receive a Report from the Planning Committee

- 16.1 The time involved in the project to take utilities over the Gagle Brook bridge may be extended to allow pedestrian access at all times, although this is yet to be confirmed by Great Wolf and OCC Highways. The Siemens (Symmetry Park) project is well underway, with a newsletter having been produced and distributed to residents in hard copy and via the parish website and Facebook page.

It is unknown whether CDC intend to appeal or challenge the result of the Wates Development appeal and The Clerk will write to the planning team to ask for clarification. (Action – Clerk)

17. To Receive A Report On Planning Applications Received

New and undecided planning applications, as detailed on the agenda, were discussed, with no issues.

18. Important Correspondence Received Since The Last Meeting

- 18.1 The Clerk expanded on the contents of an email from Atkins Realis, sent on behalf of the East West Rail Alliance, and it was RESOLVED to accept the offer of a community Health & Safety related training session, with The Clerk to follow up. (Action – Clerk)
- 18.2 The Cherwell DC Parish Bulletin for June was discussed briefly, with no issues.

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

The meeting Finished at: 8:27pm.

Date of Next Meeting: Tuesday, 3rd September 2024 at 7pm

Signed: Date:
(Chair)

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

Tuesday 3rd September 2024
Tuesday 1st October 2024
Tuesday 5th November 2024
Tuesday 3rd December 2024

Members of the Public welcome to attend.