

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 3rd December 2024 at 7.00 pm.**

Councillors Present: Paul Andrews, Mel Cantwell, Johnathan Chavda, Chris Hawes, Jenny Hodges, Andrew Thomas (Chair), Tony Thompson and Gary Warland (Joined at 7:12pm)
In Attendance: Brian Inglis (Clerk), Mike White (RFO) and Stephen Webster (Planning)
Public Attendance: None

1. Apologies for Absence

There were apologies from District Cllrs Nigel Simpson and Grace Conway-Murray.

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 recorded.

3. To Approve and Sign the Minutes of the Parish Council Meeting of 12 November 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 (items which require no further decision). The Clerk gave an update as follows, noting the minute references -

22.1 After discussion it was agreed to purchase and install signs in The Ginnel in an attempt to stop the fly-tipping of garden waste in the area. (Action – Clerk)

22.2 The Clerk had delivered a note to the resident informing of plans to repair and restore the missing piece of play equipment in the Geminus Road play area.

5. Public Participation –

There were no members of the public present.

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

There were no District or County Councillors present, and no reports had been received.

7. Vacancy on the Parish Council

The Clerk reported that there were no applications for Co-option to the Parish Council.

8. To Receive a Report from the Allotment Committee

8.1 All but one of the plots have now been taken, and the allotment garden is looking very well.

8.2 Thames Water had visited to inspect the water in the trough, with no report received as yet. The Clerk will follow up with Thames Water (Action – Clerk)

8.3 Cllr Hawes has secured quotes for a new gate. It was RESOLVED to proceed with the installation of a new entrance gate to The Hale, depending on availability. (Action – Allotment Committee / Cllr Hawes)

9. To Receive a Report from the Highway Committee

- 9.1 The Clerk reported that he had contacted OCC Highways Engagement once again to request an update on some outstanding issues but could give no update to councillors of any progress at all. Attempts to find out about the status/availability of Section 106 funds are being ignored by OCC Officers and Councillor. Clerk to continue to follow this up (Action – Clerk)
- 9.2 The Clerk reported that he had approached Highways Engagement with a request to open up dialogue on further traffic calming measures in the village, but other than an acknowledgement there has been no further response. Clerk to follow this request up (Action – Clerk)

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

There was no update given

11. To Receive a Report from the Community Committee

- 11.1 Cllr Thomas gave a report from information provided by the Keep Chesterton Tidy working group on their activities during November 2024, noting a significant decrease in littering this year.
- 11.2 Cllr Thomas gave a brief update on plans for a path upgrade project being undertaken by the OCC Countryside Access team, in partnership with Cherwell DC, with work scheduled to take place in January 2025. Cllr Thomas has asked to be kept abreast of developments.

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

- 12.1 Cllr Chavda has collated 3 quotes from potential play area inspection companies, to be presented to the Finance Committee, with a proposal to be made to the next meeting. (Action – Cllr Chavda)

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

- 13.1 The RFO Monthly Report (circulated prior to meeting) was discussed, with RFO Mike White answering a series of questions to satisfaction of councillors. The RFO gave an update on current Banking Arrangements and Reserves, noting the amount of interest received and expected on Investments, all to the satisfaction of the Councillors.
- 13.2 The RFO Receipts & Payment Report (circulated prior to meeting) was scrutinised and accepted. The Bank Balance to Receipts and Summary schedule was scrutinised, agreed and signed by the Chair.
- 13.3 The RFO gave an update on his workings on the 2025/26 Budget and 2025 Precept calculation, with a proposal to be made to the Finance Committee, then taken to the next meeting of full council.
- 13.4 It was RESOLVED to appoint Teresa Goss as internal auditor, at a fixed cost of £300

14. Training

- 14.1 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.

15. To receive a Report from the Planning Committee

- 15.1 Stephen Webster reported that there has been no progress on the Great Wolf site at Chesterton and stated that meaningful information is becoming difficult to get from GW other than a stated intention to proceed with the project as planned.
- 15.2 Stephen Webster reported on his attendance at a Pre-Planning Consultation event on the designated employment land adjacent to the Siemens project at Lodge Farm, and on a site meeting with Tritax which he had attended with Cllrs Thomas and Chavda. Lines of communication remain positive, with Parish Council reservations on the plans and the impact on Chesterton being made firmly and openly.
- 15.3 Stephen Webster gave an update on the progress of the Cherwell Local Plan, noting the next stage of consultation is under way with further notification expected from Cherwell DC soon.

- 15.4 Stephen Webster has arranged a meeting in January with Cllrs Thomas and Chavda to start the process of producing a Neighbourhood Plan, with participation from residents to be encouraged and more contributors to be arranged. A call for community involvement would be placed in the ABC.

16. To Consider the Future Use of the Annexe and the Maintenance / Upkeep of the Car Park and Surrounding Area of the Community Centre.

The Clerk reported that a further request to OCC to have s106 money identified and allocated to this project had been ignored. It was agreed to carry the matter over until the next meeting.

17. To Receive A Report On Planning Applications Received

Cllr Hodges gave a concise report on new and undecided planning applications, as detailed on the agenda.

18. Important Correspondence Received Since The Last Meeting

Correspondence from Cherwell DC regarding the potential naming of the new road linking into the Siemens/Tritax development at Little Chesterton, asking for recommendations from The Parish Council. It was agreed that although important, this is not an urgent matter, The Clerk to advise CDC that the Parish Council would discuss this at a later date. (Action – Clerk)

19. Councillors to Consider Content for the Next Edition of ABC Magazine.

The Chair reminded Councillors of the deadline for content of 15th December.

The meeting Finished at: 8:11pm.

Date of Next Meeting: Tuesday, 14th January 2025 at 7pm

Signed: Date:
(Chair)

Chesterton Parish Council Meeting Dates 2024 - 2025
All meetings commence at 7pm at Chesterton Community Centre

Tuesday 14th January 2025
Tuesday 4th February 2025
Tuesday 4th March 2025
Tuesday 1st April 2025

Members of the Public welcome to attend.

The Annual Parish Meeting will be held on Tuesday 22nd April 2025