

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 14th January 2025 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 7:29pm)
In Attendance: Brian Inglis (Clerk), Mike White (RFO), Stephen Webster (Planning) and District/County Cllr Nigel Simpson
Public Attendance: None

1. Apologies for Absence

There were apologies from District Cllr 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 3 December 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). There were no updates.

5. Public Participation –

There were no members of the public present.

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

Cllr Nigel Simpson gave a concise report to Councillors on District and County affairs. Councillors thanked him for his attendance and input, which included a pledge to request a visit by a team of OCC Highways officers to Chesterton to revisit and assess plans and timescales for ongoing planned projects within the parish.

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 The Allotment Holder Tenancy Agreement, Risk Assessment and Allotment Charges are currently being reviewed, with updated documents and charging schedule to be presented for approval at the February meeting. (Action – Allotment Committee)

A problem with a leaking water trough is under investigation by Cllr Hawes. The water is currently turned off. Cllr Hawes reported that the new gate has been ordered, with fitting to be arranged in due course. Planned tree work is yet to be carried out, the tree surgeon is aware and has been reminded.

9. To Receive a Report from the Highway Committee

- 9.1 Cllr Andrews reported that the middle bollard has been removed at the gated road leading to Little Chesterton. The bollard cannot be found at the socket has been filled with clay or similar material. The situation is a live report on Fix My Street and there is evidence that OCC have attended to inspect. Cllr Chavda reported that he has been informed by OCC Highways that an alternative solution to the gated road is being considered.

Cllr Chavda gave a concise report to Councillors on other Highways matters in and around the village, answering questions from Councillors as they arose.

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

Cllr Cantwell gave a wide ranging report on progress and future plans within the Woodland.

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 2024, noting a significant decrease in littering in comparison with 2023.
- 11.2 There has been no activity on the Community Speedwatch team due to the prolonged spell of adverse weather.

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

- 12.1 Cllr Chavda reported on the onboarding of a new inspection company, with outstanding repairs and regular monthly inspections to be arranged in due course. (Action – Cllr Chavda)

It was noted that there is still some mole activity on the playing field. Cllr Thomas to follow up with the pest control company who had been contracted to address this issue in December (Action – Cllr Thomas)

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, to the satisfaction of 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 proposal of the Finance Committee to approve the 2025/26 DRAFT Budget, as circulated prior to the meeting and showing income of £71,020 and expenditure of £71,020 was accepted, and it was RESOLVED to adopt the DRAFT budget without amendment.
- 13.4 The proposal of the Finance Committee to accept the 2025/26 Precept calculation, as circulated prior to the meeting was accepted, and it was RESOLVED to submit a 2025/26 Precept Request of £63,320. (Action – Clerk)

14. To consider opening discussions with Chesterton Community Partnership, to explore the potential for the Parish Council assuming management responsibility for the Chesterton Community Centre in the future.

Cllr Thomas gave a presentation for context to Councillors on the relationship between the Parish Council and the CCP, with particular emphasis on the management of the PC owned Community Centre by CCP and the challenges this presents from time to time, answering questions from Councillors as they arose.

Following discussions, it was RESOLVED to invite trustees of Chesterton Community Partnership to a discussion to explore the potential for the Parish Council assuming management responsibility for the Chesterton Community Centre in the future. (Action – Cllr Thomas)

15. To Receive An Update On The Progress Of A Chesterton Neighbourhood Plan

Stephen Webster reported that a meeting of the Neighbourhood Plan Working Group has been arranged for Thursday 23rd January at 7pm in the Colin Board Room, Chesterton Community Centre.

16. To receive a Report from the Planning Committee

16.1 Stephen Webster reported that there has been no progress on the Great Wolf site at Chesterton, although some disruption is planned while a water supply is brought to the site by Thames Water in the near future. SW has requested a meeting with Thames Water to discuss these and other plans. The expected planning application for the proposed Symmetry Park development has not yet been submitted, and as such there is no progress update.

16.2 Stephen Webster gave an update on the progress of the Cherwell Local Plan, noting the next stage of consultation is under way with responses to be submitted to Cherwell DC by 25th February. SW continues to work with our Planning Consultant in compiling a comprehensive response.

17. Training

17.1 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.

18. To Receive An Update From The Chesterton Village Fair Working Group

Plans are at an early stage, the first issue being a provisional date in 2026 . The Clerk to enquire among local Parish Councils to find out the dates of any major village events which should be avoided. (Action – Clerk)

19. To Consider the Future Use of the Annexe

It was agreed to carry the matter over until the next meeting.

20. To Receive A Report On Planning Applications Received

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

21. Important Correspondence Received Since The Last Meeting

None

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

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

The meeting Finished at: 8:24pm. Date of Next Meeting: Tuesday, 4th February 2025 at 7pm

Signed: Date:
(Chair)

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

Tuesday 4th February 2025 - Tuesday 4th March 2025 - Tuesday 1st April 2025

Members of the Public are very welcome to attend.

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