

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 4th February 2025 at 7.00 pm.**

Councillors Present: Paul Andrews, Mel Cantwell, Johnathan Chavda (Vice-Chair), Chris Hawes, Jenny Hodges and Gary Warland (arrived at 7:15pm)
In Attendance: Brian Inglis (Clerk), Mike White (RFO)
Public Attendance: None

1. Apologies for Absence

There were apologies from Cllr Andrew Thomas, Stephen Webster and District Cllr Grace Conway-Murray. Cllr Johnathan Chavda took the Chair and asked that those present observed a minute's silence in memory of Cllr Tony Thompson, who had passed away recently.

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 14th January 2025

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 reported the following -

- Item 12 – Cllr Thomas has followed up with the pest control company regarding the mole activity on the playing field, with a further visit being planned.
- Item 14 – It had not been possible to schedule a meeting with trustees of the Chesterton Community Partnership as planned, this will take place on Cllr Thomas' return from holiday.
- Item 18 – Some neighbouring parishes had sent details of annual village events. The Clerk would collate and pass to Cllr Hawes to help with planning.

5. Public Participation –

There were no members of the public present.

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

None received

7. Vacancy on the Parish Council

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

8. To Receive a Report from the Allotment Committee

- 8.1 The Allotment Tenancy Agreement and Risk Assessment have been analysed and are ready to be sent to tenants along with renewal notices.
- 8.2 It was RESOLVED to maintain the charges as £50 per full plot and £35 per half plot for 2025/26. The Clerk will circulate this information to tenants. (Action – Clerk)

The new gates on to The Hale have been fitted. Cllr Hawes was thanked for his input into this project.
The most recent meter reading has been submitted to Castle Water.
Tree work on the allotments is planned for 23rd February, weather permitting.

9. To Receive a Report from the Highway Committee

9.1 There has been no change in the situation at the Little Chesterton gated road. One bollard is still missing and occasional through traffic has been witnessed by Councillors and residents. Cllr Chavda has made attempts to contact Cherwell DC for an update, without success.

Cllr Chavda reported that The Clerk and Cllr Nigel Simpson have escalated the worsening situation of the verges and road conditions along “The Bumpy Road” within OCC Highways, pointing out the several reports already on Fix My Street and requesting an urgent inspection.

It was noted that there are still several unresolved cases on Fix My Street within the village and around the parish, some having been there for some months.

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

There was no report

11. To Receive a Report from the Community Committee

11.1 Cllr Chavda gave a report from information provided by the Keep Chesterton Tidy working group on their activities during January, paying tribute to the efforts of those volunteers involved.

11.2 There has been no activity on the Community Speedwatch team due to a spell of poor weather. There are some new residents in Little Chesterton and some new residents due to arrive in Chesterton soon. Cllr Hodges will make contact with welcome packs in due course . (Action – Cllr Hodges)

It was agreed to make New Residents in the Parish a regular agenda item in future (Action – Clerk)

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

12.1 Cllr Chavda reported that Safeplay Ltd had visited and carried out an initial inspection of the play areas, with a report and quote for remedial work to follow. All insurance documents have been received and are on file.

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 expanded upon by RFO Mike White, 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 RFO expanded on the interim report received from the Internal Auditor, answering questions from Councillors as they arose. RFO and Clerk will implement the minor items identified.

13.4 Cllr Gary Warland will attend the next meeting of Finance Committee, on Tuesday 25th February.

13.5 It was RESOLVED to pay the renewal of annual subscriptions to Community First Oxfordshire and the Banbury Ornithological Society

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. Governance

15.1 It was RESOLVED to adopt the NALC model Sexual and General Harassment Policy and Procedure (circulated prior to meeting), to comply with new legislation contained in s40A Equality Act 2010. The Clerk will publish to the parish website immediately (Action – Clerk)

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

There was no update

17. To receive a Report from the Planning Committee

17.1 There was no update on Great Wolf or the Siemens/Tritax project.

17.2 The Planning Committee will meet with planning officials from Cherwell DC on Thursday 6th February to discuss the parish council's response to the consultation on the proposed Cherwell Local Plan 2042

18. To Receive A Report On Planning Applications Received

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

19. Important Correspondence Received Since The Last Meeting

The Clerk noted that agents for Puy du Fou had informed the Parish Council of a further round of consultation events in connection with a proposed development nearby. Details have been posted to the Parish Council Facebook page.

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

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

The meeting Finished at: 7.51 pm. Date of Next Meeting: Tuesday, 4th March 2025 at 7pm

Signed: Date:
(Chair)

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

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