

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 10th June 2025 at 7.00 pm.**

Councillors Present: Andrew Thomas (Chair), Paul Andrews, Mel Cantwell, Chris Hawes, Jenny Hodges and Gary Warland.
In Attendance: Brian Inglis (Clerk), Mike White (RFO), Stephen Webster
District Cllrs Nigel Simpson and Grace Conway-Murray. County Cllr Will Boucher-Giles.
Public Attendance: There were no members of the public present

1. Apologies for Absence

Apologies were received from Cllr Johnathan Chavda.

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 6th May 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 requiring no further decision).

There were no updates

5. Public Participation –

No members of the public contributed at this point

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

Our District and County Cllrs were thanked for taking the time to attend, in turn giving interesting reports to Councillors, answering questions as they arose.

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 Councillors agreed that the broken gate on the path from Fortescue Drive would be removed.
Cllr Hodges gave a report on plans for maintenance work to be carried out on the allotments

9. To Receive a Report from the Highways Committee

There was no report

10. To Receive a Report from the Community Committee

Cllr Thomas gave a report from the Keep Chesterton Tidy group, which would be posted on Facebook. It was RESOLVED to purchase and install a new Dog Waste Bin at the entrance to the public right of way off the A4095 to the north of the village. (Action – Clerk to purchase the unit and arrange installation)
It was agreed to investigate the possibility of installing a second new bin at a location within the parish, to be determined (Action – Councillors to agree positioning of the second unit)

Cllr Hodges reported that a new resident in the village had received a welcome pack.

11. To Receive a Report from the Environment and Burnehyll Woodland Committee

Cllr Cantwell gave a report on activity on the woodland and plans for the weeks ahead.

12. To Receive a Report from the Pavilion, Playing Field and Play Area Committee

There was no report

13. To Receive a Report from the Finance Committee

13.1 The Monthly Report for May (circulated prior to meeting) was presented by the RFO and accepted.
13.2 The Receipts & Payment Report for May (circulated prior to meeting) was scrutinised and accepted.
It was RESOLVED to open a new current account with Unity Trust Bank, following complications with Barclays, which have proved difficult to resolve.

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 updated NALC Model Financial Regulations as circulated prior to the meeting. (Action – Clerk to publish updated document to parish website)
15.2 The Parish Council Risk Assessment (previously circulated for annual review), was adopted without amendment. (Action – Clerk to publish date of annual Risk Assessment review)

16. To Receive an Update on the progress of a Neighbourhood Plan

Cllr Thomas gave a report on an initial meeting held on 14th May and attended by 7 residents of Chesterton. At this meeting, it was agreed to hold a meeting in the Community Centre, at which Councillors will set out the timescale and extent of resident contribution required to bring a Neighbourhood Plan to fruition. This meeting is to be widely publicised via ABC, social media, Parish Council website and a leaflet drop, and will allow Councillors to measure the appetite among residents for such a plan to be embarked upon.

After discussion, it was decided to hold two separate sessions to be accessible to as many residents as possible. (Action – Clerk to find availability of afternoons and evenings in the Community Centre)

17. To Receive a Report on Planning Matters

Stephen Webster gave a report on local planning matters, answering questions from Councillors as they arose.

It was noted that Cherwell DC has validated a retrospective planning application (25/00967/ADV) for the advertising billboard which has been in place on unallocated land to the north side of the A41 for many months without planning permission. The Parish Council have not been consulted, but Councillors agreed that a note of objection would be sent to the case officer. These comments will be available to view on the Cherwell DC Planning Portal (Action – Clerk / SW to finalise wording and submit)

18. To Receive a Report on Planning Applications Received

Cllr Hodges gave a report on one new planning application (25/01408/F), received since the agenda was published, outlining any comments to be submitted by the parish council.
Cllr Hodges gave an update on the status of applications which have been previously considered by Councillors but yet to be decided by Cherwell DC. All comments made by the Parish Council can be viewed on the Cherwell DC planning portal.

19. Important Correspondence Received Since the Last Meeting

There was none

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

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

21. The date of the next meeting was set as Tuesday 8th July 2025 at 7pm

The meeting finished at 8:08pm

Signed: Date:
(Chair)

**The Parish Council normally meets on the 2nd Tuesday of the month.
Meetings commence at 7pm at Chesterton Community Centre and residents are welcome to attend.
Chesterton Parish Council Meeting Dates 2025 – 2026 are set as follows -**

Tuesday 6 th May	Tuesday 10 th June	Tuesday 8 th July	August – No Meeting
Tuesday 9 th September	Tuesday 14 th October	Tuesday 11 th November	Tuesday 9 th December
Tuesday 13 th January	Tuesday 10 th February	Tuesday 10 th March	Tuesday 14 th April

The Annual Parish Meeting (Village Assembly) will be held on Tuesday 28th April 2026