

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 8th July 2025 at 7.00 pm.**

Councillors Present: Andrew Thomas (Chair), Paul Andrews, Mel Cantwell, Johnathan Chavda.

In Attendance: Brian Inglis (Clerk), Stephen Webster (joined at 7:25pm)
District Cllr Nigel Simpson.

Public Attendance: There were no members of the public present

1. Apologies for Absence

Apologies were received from Cllrs Chris Hawes, Jenny Hodges and Gary Warland.

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 10th June 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).

Item 10 - The Clerk reported that the site for the second new dog bin has been agreed, both have been purchased and will be fitted in due course.

5. Public Participation –

No members of the public contributed at this point

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

Cllr Simpson was thanked for taking the time to attend, giving an informative report to Councillors, answering questions as they arose. Cllr Simpson left the meeting at 7:21pm

7. Vacancy on the Parish Council

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

7.2 Wording of a document to promote the vacancies on the Parish Council was agreed (Action – Clerk to display and publish this poster)

8. To Receive a Report from the Allotment Committee

8.1 Cllr Cantwell gave a concise report on recent activity on the allotments.

9. To Receive a Report from the Highways Committee

9.1 Cllr Chavda gave a report on various issues in and around the village. It was agreed that The PC should make public an update received from OCC on the ongoing lane closure on the “Bumpy Road” out of Chesterton towards Wendlebury (Action – Clerk)

- 9.2 It was agreed to submit a concise list of long-standing Highways related issues to the OCC Highways Engagement team, and to our new County Councillor, in the hope that he can pursue with the relevant officers and help with these issues being actioned at long last.
Issues include the ongoing issue of the gated road at Little Chesterton, plans for satisfactory solution to off-road parking issues along Green Lane, ongoing plans for a chicane/build out on the A4095 and the speed sign near the top green. (Action – Cllr Chavda to agree wording, Clerk to submit)

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.

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 June (circulated prior to meeting) was accepted.

13.2 The Receipts & Payment Report for June (circulated prior to meeting) was accepted.

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 Complaints Procedure Policy and Complaints Form.

15.2 It was RESOLVED to adopt the s137 Policy and Grant Application Form (unchanged).

(Action – Clerk to update the parish website as required)

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

It was agreed to hold a meeting of residents in the Community Centre on Tuesday 16th September to promote the benefits to the village of forming such a plan, encouraging resident involvement in a working group. This meeting to be publicised in the ABC and via a leaflet drop (Action – Clerk to book the main hall)

17. To Receive a Report on Planning Matters

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

18. To Receive a Report on Planning Applications Received

The Clerk gave a report on one new planning application (25/01408/F), outlining comments which have been submitted by the parish council. Comments can be viewed on the Cherwell DC planning portal
The Clerk gave an update on the status of applications which have been previously considered by Councillors but are yet to be decided by Cherwell DC.

19. Important Correspondence Received Since the Last Meeting

19.1 Councillors agreed to take part in the OCC consultation on a Part Night Lighting initiative and will submit supportive comments. (Action – Cllr Chavda to agree wording, Clerk to submit)

Cllr Chavda mentioned some contact he had received from a resident of the village who is keen to get involved with the upkeep of pathways in and around the village. Cllr Chavda will pursue this welcome interest.

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

The Chair reminded Councillors of the deadline for content of 15th July, and that further content can be submitted to him by 15th August for inclusion in the September issue .

21. The date of the next meeting was set as Tuesday 9th September 2025 at 7pm

The meeting finished at 8:04pm

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