

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 14th October 2025 at 7.00 pm.**

Councillors Present: Andrew Thomas (Chair), Paul Andrews, Mel Cantwell (joined at 7:10pm), Chris Hawes, Jenny Hodges and Gary Warland (joined at 7:17pm).
In Attendance: Brian Inglis (Clerk), Michael White (RFO), Stephen Webster and District Cllr Nigel Simpson.
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.

Cllr Hodges declared an interest in planning application 25/02324/F, as a relative of the applicant.

3. To Approve and Sign the Minutes of the Parish Council Meeting of 9th September 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).

Nothing to report.

5. Public Participation – None.

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

Cllr Simpson was thanked for his continuing regular attendance and went on to give a concise report on District Council matters, leaving the meeting immediately after.

7. Vacancy on the Parish Council

7.1 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

Cllr Hodges gave a concise report on recent activity on the allotments and announced the winners of the annual Allotment Competition. Winners will be contacted, and the results published in due course.

9. To Receive a Report from the Highways Committee

Cllr Thomas reported that a village walkabout will take place on Monday 20th October, with Cllr Chavda leading on behalf of the PC and involving our County Councillor and an officer from OCC Highways team. Councillors were encouraged to let Cllr Chavda know of any specific issues which could be raised during the walk.

10. To Receive a Report from the Community Committee

10.1 Cllr Thomas commented on a report from the Keep Chesterton Tidy group, giving thanks on behalf of residents to those volunteers involved in this effort.

10.2 Cllr Hodges reported that there are no new residents in the village.

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

There was no report.

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 RFO Report for September (circulated prior to meeting) was accepted.

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

14. To Receive an Update on Plans for a Chesterton Village Fair in 2026 (Cllr Hawes)

Cllr Hawes reported that consultation between councillors and village stakeholders is ongoing, and has been positive, meaning that he will soon be able to publish a date in 2026 and to convene a planning meeting.

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

Work on this is ongoing.

16. Training

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 uptake and offering to make bookings where needed.

17. Governance

17.1 It was RESOLVED to adopt the new model IT Policy to comply with new legislation.

17.2 It was RESOLVED to adopt the Parish Council Standing Orders, unchanged after annual review.

17.3 It was RESOLVED to adopt the Parish Council Code of Conduct, unchanged after annual review.

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

18. To Receive a Report on Planning Matters

18.1 Stephen Webster reported on a Parish Liaison Meeting he had attended on 24th September, which had been convened by the Movement and Place team from Oxfordshire County Council, noting that a follow-up meeting has been arranged, which he also intends to attend.

Stephen Webster then gave a concise report to Councillors on wider planning matters concerning Chesterton as he understood them at the time of the meeting.

19. To Receive a Report on Planning Applications Received

Cllr Hodges gave an update on Council's response to applications received, and updated Councillors on progress of applications which had been previously considered by Councillors but are yet to be decided by Cherwell DC. All comments submitted by the Parish Council can be read on the Cherwell DC Planning Portal.

20. Important Correspondence Received Since the Last Meeting

20.1 Councillors discussed a joint invitation from Bucknell PC and Stoke Lyne PC to join a "Coalition of Objection" to Planning Application 25/02232/OUT, which is currently under consultation by Cherwell DC.

After discussion, it was agreed that, while wishing to support the parishes concerned, and having already sent an objection to the application as a statutory consultee, the PC would not join the proposed coalition.

(Action – Clerk to respond to the invitation)

- 21. Councillors to Consider Content for the Next Edition of ABC Magazine.
Cllr Thomas reminded Councillors of the deadline for content of 15th October.
- 22. The date of the next meeting was set as Tuesday 11th November 2025 at 7pm
The meeting finished at 8.34 pm

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.
Remaining Chesterton Parish Council Meeting Dates 2025 – 2026 are set as follows -**

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