

**Minutes of Chesterton Parish Council Meeting
at Chesterton Community Centre
Tuesday, 9th December 2025 at 7.00 pm.**

Councillors Present: Andrew Thomas (Chair), Paul Andrews, Mel Cantwell, Johnathan Chavda, Chris Hawes and Jenny Hodges.

In Attendance: Brian Inglis (Clerk), Mike White (RFO).

Public Attendance: There was 1 member of the public present.

1. Apologies for Absence

Apologies were received from Cllr Gary Warland and Stephen Webster.

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 11 November 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 – The member of the public who was present spoke regarding the ongoing Bellway Homes application, with specific interest in any open space provision which may be made by the developer.

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

There were no District or County Councillors present.

7. Vacancies on the Parish Council

The Clerk reported that there had been no applications for Co-option to the Parish Council. Two residents have shown an interest and would be invited to attend a future meeting.

8. Allotments

Cllr Hodges gave an update on recent activity on the allotments, including vacant plots and resident enquiries which have been received. The water supply has been turned off and a meter reading has been submitted.

9. Highways

Cllr Chavda gave an update on a recent village meeting he had attended with OCC Highways. Items discussed were the proposed fencing along Green Lane, potholes in the village, the proposed A4095 build out and a request to update and replace the VAS speed sign at the top green.

Following more training, Cllr Chavda has now been approved as a Super User on Fix My Street. Parking issues at school drop-off and pick-up times were discussed, and it was noted that there was nothing that the Parish Council can do to address the ongoing issues.

10. Community Matters

There was no update from the Keep Chesterton Tidy group for November.

Cllr Hodges noted that she would be handing a welcome pack to a new resident in the village.

Gutter Repairs and Window Cleaning have been carried out at the Community Centre.

A new dog poo bin has been installed at the entrance to the field behind the pavilion.

There was a discussion around possible refurbishment options around the Bottom (Red Cow) Green area, including the bus shelter, planter and bollards, with this matter to be explored in the New Year.

Councillors discussed the condition of the wall along the A4095 near the northern entrance to the village, which in places is in a poor and unattractive state, following which it was agreed to draft a letter to the owner with a suggestion that repairs be carried out for the benefit of visitors and residents of the village.

11. Burnehyll Woodland

There was no report.

12. Pavilion, Playing Field and Play Areas

Cllr Chavda gave an update on plans to carry out repairs to various items of play equipment early in 2026.

A discussion took place on reports of anti-social behaviour in the vicinity of the pavilion, and it was agreed to monitor this and look into the cost of installing motion sensor lighting.

It was agreed to look into the logistics and costs of providing services to the existing Annexe building.

13. To Receive a Report from the Finance Committee

13.1 The Monthly RFO Report for November (circulated prior to meeting) was accepted.

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

13.3 It was RESOLVED to adopt the budget for 2026/27 as presented by the Finance Committee and RFO

13.4 It was RESOLVED to submit a Precept request of £65,536

14. Chesterton Late Summer Fair 2026

Cllr Hawes gave an update on positive contacts made with suppliers of Staging, Food/Drink Stalls, Children's Fairground Rides, Portaloos, Portable Generators, Crowd Control, Lighting and Communication Systems and was thanked for his efforts so far.

It was noted that the annual village Craft Fair may possibly be held on the same day as the Late Summer Fair. A letter promoting the event to local businesses has been drafted, and some valuable advice and input has been sought and received from neighbouring parishes where similar events are established and popular.

15. Parish Council Logo

Cllr Chavda produced some options, which were discussed by Councillors, following which some general design criteria were agreed on, namely the historic church and the Gagle Brook. A final design incorporating both important village features to be agreed on and adopted in due course

16. Training

The Clerk expanded on a previously circulated link to current and future training opportunities which are available to councillors, encouraging councillor uptake and offering to make bookings where needed.

17. Governance

It was RESOLVED to adopt the Parish Council Councillor Vacancy and Co-option Procedure, renamed and with minor changes, following annual review. (Action – Clerk to update the parish website)

18. Chesterton Neighbourhood Plan

Cllr Thomas noted that work on this will restart in early 2026.

19. General Planning Matters

Councillors have arranged to meet with the Project Team from Puy du Fou in January.

20. 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.

21. Important Correspondence Received Since the Last Meeting

The Clerk had been copied into an email from a resident to the Head of Chesterton School, regarding traffic and parking issues, but has not been copied into any reply which may have been sent.

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

Cllr Thomas reminded Councillors of the deadline of 15th December.

23. The date of the next meeting was set as Tuesday 13th January 2026 at 7pm

The meeting finished at 8.49 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 13th January Tuesday 10th February Tuesday 10th March Tuesday 14th April

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