

**DRAFT MINUTES OF CHESTERTON PARISH COUNCIL**  
**MEETING NO. 2019/04**  
**Held in the Community Centre on Tuesday, 3<sup>rd</sup> September 2019**

Present: Philip Clarke (PJC), (Chair) Tony Thompson (TT)  
Jenny Hodges (JH) Mike White (MW), FO  
Chris Muddiman (CM) Hugh Williams (HW)  
Andrew Thomas (AT) Jackie Williams (JW), Clerk/RFO

Residents Present: 7 residents attended.

Item No.	Item	Action
1.	<b>To Receive Apologies for Absence:</b> It was resolved to accept apologies from Fiona Rowe due to holiday and Cllr Ian Corkin due to work commitments.	
2.	<b>To Approve and Sign the Minutes of Meeting 2019/04, held on 13<sup>th</sup> August 2019 (Chair)</b> It was resolved to unanimously approve and adopt the minutes as a true and accurate record of the meeting.	
3.	<b>To Record Members' Declarations of Interest regarding Agenda Items (Chair)</b> None declared.	
4.	<b>To Receive the County and District Councillor's Report (IC) – Chair</b> Report including table of planned work by OCC received and shared with committee.	
5.	<b>To Receive a Report from the Highways Committee (PJC/FR)</b> 5.1 Red Cow Potholes – Minor Civils Work – to be paid for from Cllr Ian Corkin's Priority Fund. Table of planned work by OCC contained in IC's report reviewed. Green Lane speeding issues and Little Chesterton road conditions also discussed.	
6.	<b>To Receive a Report from the Allotment Committee (FR)</b> Written report received from FR, including letting of plot 3, and apology for lack of progress on covering unused plots due to lack of time.  6.1 <u>Allotment Footpath Update</u> (PJC) – Parish Council still pursuing the completion of the middle (allotment) section. Taylor Wimpey complied with S106 agreement. OCC spent their ill-advised total allocated sum on The Ginnell and have no further funds available to complete the middle section. Residents to commence lobbying TW. PC to continue pursuing OCC via IC.	
7.	<b>To Receive a Report from the Community Committee (FR)</b> 7.1 <u>VE75 Day Update</u> (PJC/FR) - Plans outlined. AT looking at possible grants/funding to assist with costs. PJC taking matter to Trustees. Village assistance needed with planning and organising. Request for help to appear in ABC.	AT  FR

	<p>7.2 <u>Village Tidy-Up</u> (FR) – White village entry gates to be cleaned/painted. Village working groups to be formed to repair bus stops etc, clean signs, cut back greenery, to inject some ‘pride’ back into the village. To be advertised in ABC.</p> <p>7.3 <u>Summer Activities – Attendance</u> (TT) – Very poor attendance reported. TT to speak to Jo Martin about way forward.</p> <p>7.4 <u>School Expansion/Traffic Consultation</u> (FR) – still chasing date (scheduled June!)</p> <p>7.5 <u>Comet Bus</u> (IC) – funding to continue for further 6 months to April 2020. Timetable to be detailed in ABC and included on noticeboards and website.</p>	<p>FR</p> <p>TT</p> <p>FR</p> <p>FR/JW</p>
	<p><u>Public Session:-</u></p> <p>A resident offered to oil the new bench on village green by Red Cow. JW to give contact details to Candy &amp; David Pheasey.</p>	JW
8.	<p><b>To Receive a Report from the Playing Fields Committee (HW)</b></p> <p>8.1 <u>Play Area Inspection Report 24<sup>th</sup> July 2019</u> - 8 fairly minor issues highlighted. Main issue being low level of play bark under swing area. Regular annual replacement cost min £600. Alternative option to look at cheaper, long term option of resin bonded rubber chippings at approx cost of £3K with 15 yr lifespan.</p>	HW
9.	<p><b>To Receive a Report from the Planning Committee (PJC/JW)</b></p> <p>9.1 Appleyard Consent – Conditions/Travel Plan - discussed.</p> <p>9.2 Update on BSA Application No. 19/00934/F (PJC)  - Report on 19/8 mtg and Bicester Delivery Team Response (PJC) – discussed.  - Report on 29/8 Mtg with R Cutler (Bicester Gateway) (PJC/JW) – discussed.</p> <p>9.3 Update on The Great Wolf Lodge Proposal (PJC/FR/JW)  - Update on Action Group Activity – received.  - GWR Letter to Schools + Actions Taken – discussed.  - Public Exhibition Dates – confirmed 25<sup>th</sup> - 28<sup>th</sup> September.  - Joint Parish Mtg planned 16/9 – discussed.</p> <p>9.4 Tubbs Lane Public Right of Way Update (PJC/FR) – received and discussed.</p> <p>9.5 Burnehyll Woodland Planning Application 19/01351/CDC (PJC) – discussed submitted comments re lack of parking provision, focus on Bicester and lack of direct access to woodland from central Chesterton. IC’s mtg report read out.</p>	
10.	<p><b>To Receive Notification The Red Cow is registered as an Asset of Community Value (JH)</b></p> <p>Explanation received by JH. Now a listed asset for village with limited change of usage. Lychgate registration ongoing – local heritage issue. Acknowledged but documentation awaited.</p>	
11.	<p><b>To Discuss Purchase of 2 x Village Christmas Trees and/or Lights and/or decorations (PJC/FR/JW)</b></p> <p>PJC offered two Christmas trees. JW agreed to investigate lights and decorations.</p>	JW

12.	<b>To Discuss Nominees for Royal Garden Party Invitations (PJC/FR/JW)</b> Nominations (with 200 words) to be forwarded to PJC by 7 <sup>th</sup> September.	ALL
13.	<b>To Receive the Monthly Finance Officer's Report and Approve Expenditure/Payments/ Income</b> 13.1 - Finance Officer's Monthly Report for July (MW) – received. - It was unanimously agreed that Mike Wood, as FO, to be a bank signatory but without authority to sign cheques. 13.2 - To Agree Arrow Accounting Terms of Engagement for Internal Audit 2019/20 (PJC/JW) – agreed. No visit required. - External Auditor's Report 2018/19 received, agreed and unanimously accepted.  <u>Payments Approved</u> 13.3 Chesterton Pavilion - VAT reimbursement claimed by PC on CIO's behalf £46.97 13.4 CCP – Reimbursement for payment of Allotment Water Bill £197.12 13.5 OALC – Training Course for 5 members of Planning Committee £270.00 13.6 Clerk & Finance Officer's salaries 13.7 HMRC Contributions 13.8 David Jones - Expenses re Burnehyll Woodland Administration £100.00 13.9 Waterman Graphics – Replacement for Unpresented Cheque (2059) £55.20 13.10 Castle Water – Allotment Water Bill £18.67 13.11 Mike White – Expenses (Stationery) £35.70 13.12 Philip Clarke – Expenses (Stationery) £14.95 13.13 Jackie Williams – Expenses (Ink & Stationery) £81.89 13.14 Hugh Williams – Expenses (Ink & Paper) £20.00 13.15 Moore Stephens – Annual External Audit Fees £360  <u>Payments Made</u> 13.16 Clerk & Finance Officer's Salary Chqs 2051 + 2052 13.17 HMRC Contributions Chq 2053 13.18 Philip Clarke Expenses: mileage, ink, coffee, tea - £53.45 Chq 2054 13.19 Fiona Rowe Expenses: Allotment Voucher - £10.00 Chq 2055 13.20 Green Scythe: Grass Cutting - £592.20 Chq 2056 13.21 Marchetti Gardening Services: Grounds Maintenance - £455.00 Chq 2057 13.22 SLCC: Underpayment of Invoice 129180 (Postage) - £4.80 Chq 2058 13.23 Waterman Graphics – 'Annexe' Signage - £55.20 Chq 2059 13.24 PJC Expenses: Ink Cartridges - £58.46 Chq 2060 13.25 Banbury Ornithological Society: 2 x memberships (end 2019) - £30.58 Chq 2061 13.26 Jackie Williams: Expenses Ink (x2), postage, stationery, - £164.36 Chq 2062 13.27 Hugh Williams: Expenses Play bark, Computer Eqpt, Generator work - £553.89 Chq 2063 13.28 Monthly DDR payment to O2, Clerk's Mobile Phone - £16.80  <u>Receipts:</u> None	

14.	<p><u>Planning (PJC)</u></p> <p><u>New Applications</u></p> <p>14.1 <b>19/01351/CDC Land North of Park &amp; Ride Adj to Vendee Drive.</b> Change of use from agricultural to informal rec with public access – comments made</p> <p>14.2 <b>19/01337/F 6 The Green.</b> Extension to existing house (as started under 14/01453/F) + division into a separate dwelling. Comments + obs made.</p> <p>14.3 <b>19/00949/REM – Barrus.</b> Erection of two storey office building + warehouse MOD Bicester, Upper Arncott. Confirmation sent in error!</p> <p>14.4 <b>19/01692/TCA Andrew Thomas, St Mary's Church.</b> T1 x Sycamore Fell, T2 x Holly 30% Height reduce, G1 x 5 Line – Repollarded – no objections.</p> <p><u>Decisions Pending:</u></p> <p>14.5 <b>19/01255/SCOP</b> - Great Wolf Resorts (Vanessa Thorpe) Scoping Opinion Redevpt of 9 holes of Golf Course to Water Theme Park – Info sent 02/08.</p> <p>14.6 <b>19/00934/F</b> - Bicester Sports Association– Change of use – agricultural land + Extension of sports facilities – Objections + Concerns.</p> <p>14.7 <b>17/00180/TCA</b> - Greves House – Fell Leylandii &amp; Pines – No Objection (remove)</p> <p>14.8 <b>APP/c3105/W18/3219199</b> - Smith &amp; Butcher Gypsy Site – Appeal (29/01) against Refusal - Objection</p> <p>14.9 <b>R3.0032/19 OCC</b> – Minor works to vehicle/footpath/cycle/ped access to new Secondary school, SW of Whitelands Way – No objections</p> <p><u>Decisions Made:</u></p> <p>14.10 <b>18/00389/DIS</b> Bicester Gateway – Discharge Con. (CMP)15 – Obs. <b>Split Decision 7.1.19</b></p> <p>14.11 <b>19/00347/OUT, 19/00348/REM, 19/00349/REM</b> Albion Land Two Ltd, Kelvin Pearce x3 Minor Amendments and Reserved Matters to App. 14/01675/OUT – Objections. <b>Permitted 18.7.19, Withdrawn 2.8.19, Permitted 18.7.19.</b></p> <p>14.12 <b>14/01968/F</b> - A2 Dominion South Ltd – amendments to construction of new Road from Middleton Stoney Road roundabout to join Lord's Lane etc at Twenty Ha Of Land of New Highway aligned with Howes Lane, Bicester – <b>Permitted 21.8.19.</b></p> <p>14.13 <b>JH/03131</b> - Informal Pre-order Consultation re Diversion of Bicester Footpath 7 Kingsmere – No objections- <b>Order Made</b></p> <p>14.14 <b>19/00597/F</b> – Appleyard – Erection of 1 x 4 bed detached dwelling – concerns. <b>Granted + Conditions</b></p> <p>14.15 <b>19/01049</b> - Olive Cottage, Bignell View – Demolition of rear extension + replace with Part single storey + part two storey rear extension – <b>Granted + Conditions</b></p>	
15.	<p><b>To Receive a Report on New Residents (JH)</b></p> <p>Welcome packs distributed for delivery to seven new residents on Audley Gardens.</p>	
16.	<p><b>To Review Correspondence Received Since Last Meeting (PJC/JW)</b></p> <p>16.1 Active Oxfordshire Sports Nominations – to be returned to PJC for submission by 20<sup>th</sup> September.</p>	ALL

	<p>The meeting closed at 9.25pm.</p> <p><b>Date of Next Meeting:</b> The next meeting will be held on Tuesday, 1<sup>st</sup> October 2019, 7.30pm</p> <p><u>Future Meeting Dates:</u></p> <p>Tuesday 5<sup>th</sup> November 2019  Tuesday, 3<sup>rd</sup> December 2019  Tuesday, 7<sup>th</sup> January 2020  Tuesday, 4<sup>th</sup> February 2020  Tuesday, 3<sup>rd</sup> March 2020  Tuesday 7<sup>th</sup> April 2020  Tuesday, 21<sup>st</sup> April 2020 – Annual Parish Meeting</p>	
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