



# MIDDLETON CHENEY Parish Council

Parish Meeting Room  
Main Road  
Middleton Cheney  
Banbury  
OX17 2LR

## PARISH COUNCIL GENERAL MEETING Parish Meeting Room 20<sup>th</sup> March 2023 Minutes

### Present:

Chairman Alan Youel  
Cllr Kristian Burgess  
Cllr Mark Allen  
Cllr Ruth Hoose

Cllr Kay Stevens  
Cllr Rachel Washer  
Cllr Nigel Mills  
Parish Clerk / RFO

**Meeting commenced 19:15**

### **23/64 Apologies for absence**

Cllr. Solesbury-Timms, Cllr. Knight.

On the proposition of Cllr. Allen it was **RESOLVED**: to approve the apologies for absence.

Apologies after approval: Cllr. Truman.

Absent without apologies: Cllr. Jerrams Coughtrey.

### **23/65 OPEN MEETING**

A resident alleged that other residents have made comment regarding the necessity of items to be under 'closed' section of the meeting. The Chairman reminded the resident that there is a process for other residents to report and resolve matters directly with the council.

A resident asked whether item 23/75 was a replacement of or in addition to previous role of footpath warden.

**Open meeting closed 19:21**

### **23/66 Members' declaration of interest in items on the agenda**

None. Cllr Burgess knows one of the applicants of planning permission personally.

### **23/67 Approval of minutes of meeting 20/02/2023 and extraordinary meeting 28/02/2023– attached**

On the proposition of Cllr. Hoose it was **RESOLVED**: to approve the minutes of the meeting of Council on Monday 20<sup>th</sup> February 2023 and Tuesday 28<sup>th</sup> February 2023

### **23/68 Appointment to committee**

On the proposition of Cllr. Burgess it was **RESOLVED**: to appoint Cllr Mills to the Highways and Planning committee.

On the proposition of Cllr. Stevens it was **RESOLVED**: to appoint Cllr Washer to the Highways and Planning committee.

The Chairman confirmed these committees are reviewed at the annual parish council meeting.

### **23/69 Planning – letters, decisions and applications – attached**

Update from the Chairman:

Wooden cabin at dog training barn refused.

Huscote Farm, appeal withdrawn.

Comments: Centenary road, no elevation technical drawings. Minimal detail to inform decisions. Comment to state council inability to comment without this information, Cllr. Allen to draft comments for Clerk to submit.

Lyndale Astrop Road – Cllr. Burgess described the purpose of the development and commented on the required substantial increase of traffic. Concerns of vehicle impact on current infrastructure, detriment of wider community, current number of accidents on the road combined with potentially dangerous nature of cargo. Comment to be provided detailing these concerns.

A4

# MIDDLETON CHENEY

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### **23/70 Development at Queen Street/Tenlands**

The applicant to provide a new proposal that addresses the original concerns regarding preserving the splay. Clerk to respond.

### **23/71 VAS update**

Data unobtainable on planned device which hosts the required software. Assistance from manufacturer to be sought. Cllr. Allen to contact manufacturer.

Cllr. Allen and Cllr. Burgess to arrange move of VAS system on Monday 27<sup>th</sup> March. Confirm with B.B. any locations that fall on Main Road / Highways. Publish data once downloaded.

### **23/72 Village Maintenance**

Deferred due to delayed quote response.

### **23/73 Local Government Boundaries Commission consultation**

Verbal summary provided by Cllr. Hoose, proposition for each village, Middleton Cheney and Kings Sutton, to have 1 unitary councillor each. Feedback of no objections to the proposals but commentary to state that our community should maintain adequate representation. Provide link on PC website for residents to provide own comments to LGBC.

### **23/74 Grant Allocation Protocol**

Cllr. Allen stated a draft had now been circulated within the task and finish group and the protocols draft will be submitted next meeting. Cllr Allen provided a summary of the proposed protocols including deadlines for applications to inform council's decisions during budget-setting and precept demand processes.

### **23/75 Middleton Cheney dogs responsible contact – attached**

On the proposition of Cllr. Allen it was **RESOLVED**: to endorse the volunteer animal warden role in Middleton Cheney and the council to work within its powers to enable the completion of their duties without financial or HR commitment.

### **23/76 Sealed Knot 380 anniversary event - attached**

On the proposition of the Chairman it was **RESOLVED**: to allocate a budget of £7000 from the earmarked reserves for Community Wellbeing. Clerk to sign application to SK as promoter. Quotes to continue to be gathered, 'Save the date' publicity to begin immediately.

### **23/77 Insurance policy and asset register**

On the proposition of the chairman, it was **RESOLVED**: to approve the quote of £3771.09 for insurance through AJG insurance brokers.

### **23/78 Annual Parish Meeting**

Confirm W/C 24<sup>th</sup> April 2023 for the Annual Parish Meeting and invite all parish organisations to attend / give a report, providing venue available.

### **23/79 Annual Parish Council Meeting**

Confirm the date of 9<sup>th</sup> May at the PMR for the Annual Parish Council Meeting.

### **23/80 Risk Aware Group**

Verbal report provided by Cllr. Hoose. Local safeguarding leads established a new group "Risk Aware" aimed at young people to consider their behaviours to safeguard themselves responsibly (anti-bullying, radicalisation, substance misuse, grooming etc.) within the local area.

On the proposition of the Chairman it was **RESOLVED**: to provide the Parish Council endorsement and cover the costs of venue hire for the Risk Aware public meeting.

### **23/81 Coronation and commemorative planting**

Saplings will be purchased (indicated cost £16.95) rather than ordered free under QGC scheme due to lesser quantity required for commemoration / coronation planting in the Autumn.

Coronation planters at 3 main entrances, seek quotes for brick plant beds.

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### **23/82 Coronation gifts**

On the proposition of Cllr. Stevens it was **RESOLVED**: to approve costs for badge packaging of £113.86

### **23/83 Footpath gritting**

On the proposition of the Chairman, it was **RESOLVED**: not to approve an additional responsibility to grit the footpaths but to engage in a publicised information campaign.

### **23/84 Parish Meeting Rooms regeneration**

On the proposition of the Chairman it was **RESOLVED**: to approve the purchases to a total of £750.

### **23/85 Wildlife surveillance**

On the proposition Cllr. Stevens of it was **RESOLVED**: to purchase and install a wildlife camera at the cemetery to inform on the potential for use of deterrents if needed.

### **23/86 Lone worker phones**

On the proposition of the chairman it was **RESOLVED**: to approve 3 sim-only contracts for 24 months to achieve best value.

### **23/87 Authorisation of payments - attached**

On the proposition of Cllr. Allen it was **RESOLVED**: To approve and provide dual signatory on payments scheduled February 2022 - March 2023. To include retrospective authorisation of £444.01 for electrical repairs to defibrillator cabinets.

**Chairman advised the meeting has 1 minute remaining.**

### **23/88 Matters for information**

None

### **23/89 Exclusion of press and public**

On the proposition of the Chairman it was **RESOLVED**: the public and press are excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

**Interruption from resident.**

On the proposition of the Chairman it was **RESOLVED**: to suspend the Standing Orders and continue the meeting.

### **23/90 Commemoration at the Parish Meeting Room**

On the proposition of the Chairman it was **RESOLVED**: to purchase dedication plaques for the PMR. Cllr. Stevens to confirm the dedication.

### **23/91 Cemetery project**

On the proposition of the Chairman it was **RESOLVED**: to allocate £1000 towards the audit of cemetery records and close office to the public week commencing 17<sup>th</sup> April.

### **23/92 PFA consultation**

Verbal updates regarding PFA preparation for public consultation planned April 2023.

**Meeting concluded 22:43pm**

**23/93 Next meeting 17<sup>th</sup> April 2023 – Full Council Meeting.**

**Signed:**

*Ar. L.*  
CHAIR  
17/4/23