



MIDDLETON CHENEY

Parish Council

Parish Meeting Room
Main Road
Middleton Cheney
OX17 2LR

14th February 2024

Councillors: You are hereby summoned to attend a meeting of the Parish Council on **Monday 19th February 2024 at 7:15 p.m.** in the Parish Meeting Rooms for the purpose of transacting Parish Council business.

Pip Davis
Clerk/RFO

Members of the press and public are invited to attend:

PARISH COUNCIL GENERAL MEETING

Venue: Parish Meeting Room

19th February, 7:15pm

[Join Zoom Meeting](#)

Meeting ID: 963 1259 5995

Passcode: 772573

24/022 Apologies for absence

24/023 OPEN MEETING

An opportunity for individuals present to speak on any items on the agenda for this meeting. The open meeting will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting.

24/024 Members' declaration of interest in items on the agenda

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

24/025 Approval of minutes of full council meetings 15th January 2024

To receive and approve the minutes of meeting of the Council on 15th January 2024.

Recommendation: to approve the minutes of meeting 15th January 2024.

24/026 Receipt of committee minutes - attached

To receive the signed minutes of Finance and Policy Committee meeting 3rd January 2024.

Recommendation: to approve the minutes of meeting 3rd January 2024.

To receive the draft minutes of Finance and Policy Committee meeting 7th February 2024.

Members to note.

24/027 Planning – letters, decisions and applications - attached

To consider planning applications as outlined:

[2024/0468/FULL](#) 99 Main Road Middleton Cheney OX17 2PD

[2024/0452/FULL](#) Church View Stables, Warkworth Road, Middleton Cheney, OX17 2JH

[2024/0441/FULL](#) 109 Main Road, Middleton Cheney, OX17 2PD

24/028 Reports from Ward Councillors

To receive any reports and updates from Ward Councillors.

24/029 Homes Upgrades Grant, Phase 2 (HUG2)

To receive a presentation of the Homes Upgrade Grant by Betina Frinault (West Northamptonshire Council), a scheme which some parish households may be eligible to apply for.

24/030 Review of Standing Committee memberships

To review membership to Standing Committees. Under s4.b of Middleton Cheney Parish Council's Standing Orders, the Council may appoint non-councillor members to a Committee (some exclusions apply).

24/031 Appoint Committee Chairs to Standing Committees.

To appoint Chairs to Standing Committees where none has been appointed.

24/032 Induction of new Councillors and training for Councillors (attached)

To consider and approve an outline policy for the induction of new councillors. To consider a training session for Parish Council during the coming year.

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24/033 Community Event – September 2024

To receive, consider and approve a proposal for a community event in the Autumn to be coordinated by the Parish Council. If event is approved to agree a budget allocation to support the running of this event.

24/034 Community Event Partnership – Easter 2024

To consider an event partnership with Chenderit School Association to support the provision of an Easter Trail in March 2024.

24/035 Grant application – Tennis club

To consider application received from Middleton Cheney Tennis Club (attached).

24/036 Trees and planting options - attached

To receive information from Cllr Washer regarding WNC Tree Strategy, following workshop attendance. Review of project plan, to consider any quotes.

24/037 Village / Parish Council website

To authorise new contract with Cuttlefish.

24/038 Hearing Loop quote

To consider options and quote for hearing loop installation at the Parish Meeting Rooms (attached).

24/039 Village maintenance

To consider quote for maintenance items in the village (attached).

24/040 Non-Council Maintenance matters

To receive updates from the Clerk regarding Lexton Wall, The Rutts, Property at Glovers Lane. To decide on next steps to seek resolution to outstanding issues.

24/041 NJC Pay award

To approve HR Committee recommendation of salary adjustment to reflect NJC negotiated award 2023/24.

24/042 Internal Control Checklist (attached)

To approve new template for quarterly internal controls checklist.

24/043 Schedule of charges (attached)

To approve Schedule of Charges document to be implemented from 1st April 2024.

24/044 Deeds of all Land Holdings (attached)

To approve Deed of all Land Holdings policy document.

24/045 Authorisation of Payments – (attached)

To approve and provide dual signatory on payments scheduled January 2024 – February 2024.

Recommendation: to approve schedule of payments.

24/046 Next meeting

March 2024 – Finance and Policy Committee

Human Resources

Highways and planning

Amenities

March 2024 – Full Council Meeting.

Signed: Pip Davis

Clerk / RFO to Middleton Cheney Parish Council.