**PARISH COUNCIL GENERAL MEETING**

**To Join Zoom Virtual Meeting**

Meeting ID: 878 9893 0200

Password: 009680

**21st September 2020**

**MINUTES**

**VENUE: VIRTUAL MEETING USING ZOOM**

Due to an outbreak of Coronavirus (COVID-19), which resulted in a Pandemic being declared by the World Health Authority, the Government issued legislation which meant that physical Council (or any other) meetings should not be held. Therefore, Virtual Meetings using Zoom were approved.

**20/541 Resolution to approve apologies for absence**

* To receive any apologies for absence from the meeting. Members who cannot attend a meeting shall tender their apologies in writing to the Parish Clerk prior to the meeting – Section 85(1) of the Local Government Act 1972.
  + Cllr. A. Deary – Family Commitment – Self Isolation
  + Cllr. W. Smith – Work Commitment
  + Cllr. C. Bowden – Work Commitment
* Proposed: Cllr. M. Allen Seconded: Cllr. S. Jerrams Coughtrey

**20/542 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
  + Members had no pecuniary interests on items under consideration of the Agenda

**20/543 OPEN MEETING**

* An opportunity for individuals to raise any items concerning the Parish
  + 5 Members of the Public participated to observe and comment as and when required.
  + Specific Agenda items interested in: 20/544/45/47/48/50/52.

**20/544 Planning - Letters, Decisions and Applications Chair/Cllrs/Clerk**

**20/544.1 Applications - Determined by SNC – Local Planning Authority**

* **S/2020/1485/OUT – Appletree Farm – Thenford Road, Middleton Cheney**
* **Erection of agricultural workers dwelling (outline)**
  + Following discussion and debate Cllrs did not have any specific objections to the Outline Planning Application.

**20/544.2 – Decisions - Local Planning Authority Responsibility**

* **Land East of Main Road, Middleton Cheney**

**Permission in principle for development of 4-7 custom/self build dwellings WITHDRAWN**

* **S/2020/1188/TPO – 7 Tenlands, Middleton Cheney, OX17 2NL**
  + **Tree Preservation Order Consent APPROVAL**

**20/545 Playing Fields (PFA) – Astrop Road Cllrs. Allen/Burgess/Jones**

**PFA would like a meeting with the Parish Council. The Clerk asked that the Secretary write formally detailing the reason/s for the meeting.**

* New Sports & Community Centre Project – Update on proposal
  + Current proposal has been put on hold until a new Management Committee formed. Sports Clubs to liaise on way forward.
* AGM – Proposed Re-Scheduled Zoom Meeting – Update
  + Meeting will take place in October to confirm how the AGM should be handed.
  + AGM is due to take place in November
* Constitution – Any specific changes and why
  + Charity Commission/ACRE have given advice on procedures to be followed.
* LTA – Possible Grant Funding relating to Locked Gates
  + Clerk received information on possible funding and this was passed to the PFA for the Tennis Club to consider – no update given.
* Social Club – Way Forward – Usage
  + Confusion on how this was being implemented including Risk Assessments required.

**20/546 Community Wellbeing – COVID-19 Cllrs/Jones/Burgess/Fuller**

* Emergency Plan – Update
  + Due to medical reason this is Work in Progress.
* Leaflet combining 3 Groups – Update
  + Been circulated and positive comments received
* Middleton Working Together Meetings
  + Chenderit Benefice Foodbank
  + M.C. Good Neighbour Scheme
  + Parish Council
    - Three groups are fulfilling the agreement of working together.
* Funding in General
  + The Clerk has raised further funds (£10K) to be used as and when required for vulnerable residents in the village.

**20/547 Chairman’s Report Chairman**

* Barclays Bank – Mandate Change Requests – Signatories
  + Cllrs Burgess and Solesbury Timms have agreed to engage with Barclays and liaise with the Chair.
* Permissive Bridleways 2021 – Cllr views?
  + The Clerk had sent Cllrs and residents who were involved back in 2016 sample of the correspondence and legal parameters as a reminder.
  + Cllrs had mixed feelings on the way forward relating to usage and required funds – this will be a future Agenda item.
  + Landowner has been approached by the Clerk on the way forward.
* Cemetery Tidy – Volunteers/availability
  + Mid October date - Sunday, 18th – was agreed. The Chair will send a note to confirm.
* September – Keep Britain Tidy – volunteers
  + “Wombles” have agreed to participate – suggested date Saturday, 17th October. A note will be sent to confirm availability.
* New Code of Conduct – Signature
  + Cllr. Allen yet to sign albeit observing the Code.
* Finance Working Party – Recommendations/approval
  + Each item of the Finance Agenda was relayed to Cllrs for their approval.
  + Recommendations were relayed to Cllrs and all agreed. The Minutes will be circulated to all Cllrs outlining way forward and posted on the website.
  + All Cllrs attending approved the recommendations – unanimous vote.
* Lord Heseltine – Development in the village
  + This topic had been brought forward under Agenda item 543 (Open Meeting). Lord Heseltine gave an overview on:
    - Meeting with District who had advised him to contact the Parish Council as a Neighbourhood Plan was being drawn up.
    - what he would like to achieve with the approval of the Parish Council.
    - Cllr. Rice covered planning issues and said Lord Heseltine’s ideas would be embraced along with the Neighbourhood Plan aspirations.
    - It was agreed to liaise with all concerned and Lord Heseltine was asked to write formally to the Parish Council and we would respond.
* Brackley Hospital – Update
  + We have received no further details relating to whether residents of Middleton Cheney would be able to use the facilities if they were not patients of a Brackley surgery.
  + The Clerk was asked to follow up.

**20/548 Clerk/RFO Report Clerk/RFO**

* No Ball Games – Signs – Grand Union Housing
  + Grand Union have agreed to reinstate the Signs on the Greens as residents have been receiving abuse.
* Play Areas in Developments – Responsibility
  + Concerns have been raised by Middleton Chase Management Ltd on their responsibility going forward. Information relating to Street Lights and adoption of roads has been sent to the Management Company to assist in their endeavours.
* Chenderit School request relating to improvements
  + Meeting between Chenderit and Highways was positive.
  + Deputy Head has asked if the Parish Council was aware of any funding that would be available to take matters forward.
  + Details relating to Community Funding has been sent to the Deputy Head.
* Street Trading – Dessert MK – Update – 18th September 2020
  + Went according to plan – residents enjoyed the evening
* Establishment of future Surgery – Resident proposal
  + The resident who raised this topic has been approached again to establish whether this project is being progressed – yet to respond.
* NHS Memorial/Thank You Bench – Costs – Location?
  + This was covered by the Finance Working Party – costs being substantially lower.
* Land East of Main Road – Withdrawn
  + 23 Objection letters were submitted – dealt with earlier in the meeting.
* Qtrly checks by Internal Control Cllrs (ICC’s)/General Financial Info
  + Cllr. Allen said he would carry out the review in December – date to be agreed/Covid compliance taken into account.
* Main Road/Yew Tree Close/Response from Residents – Fence Repair
  + Clerk to contact solicitors again relating to letter to be sent.
* Vegetation – Village
  + A number of letters have been sent to residents asking them to ensure their trees and vegetation comply with the law i.e. back to their boundary.
* MCPIT Bank Account
  + Barclays wrote reminding the Parish Council that there had been no movement recently. This will be addressed when paying for repairs to play equipment at Astrop and Stanwell.
* Stanwell Park/Astrop – Quotation for Repairs
  + Received and being reviewed. Maintenance of all play areas is required by the European Standard for Playground safety BSEN 1176 - any issues arising should be addressed immediately to meet requirements.
* Washle Drive – Road Sign & Street Light Damage
  + Road Sign expected to be installed by 9th October. Street Light Damage will need to be met by PC’s insurance policy.
* Waters Lane – BT
  + Out Reach have been contacted and work is expected to be completed by 9th October.

**20/549 VAS Warning Signs – Update/Quotation Cllr. M. Allen**

* Resident participation/Concerns
  + These still exist and emails have been received.
* Progress - Companies approached - implementation Date
  + Cllr Allen will ask for a fresh quote to be sent to the Clerk as the Pro Forma invoice is out of date. Fresh invoice hopefully will be with us by the 5th October to be discussed at the next Finance Working Party.

**20/550 Police Liaison Cllr. P. Fuller**

* Communication relating to general speeding – update
* Crime Commissioner Funding
  + Work in Progress
  + Crime Commissioner to be invited to a residents meeting in 2021 when COVID 19 no longer restricts social gathering.

**20/551 War Shrine/Memorials/RBL Cllr. R. Solesbury Timms**

* RBL - Way Forward – Future Arrangements
  + Currently no parades scheduled
  + Wreath laying – only 6 people
  + Church – virtual meeting envisaged
* Armed Forces Covenant – Update
  + Work in progress

**20/552 Neighbourhood Plan – Update Cllr. T. Rice/Clerk**

* SEA Screening Opinion and Scoping Report
  + Due to personal circumstances Cllr Rice has been unable to progress matters as expeditiously as he would have liked.
  + SEA - update on draft yet to be agreed/established/harmonised.
  + Clerk will see what availability our MP, Andrea Leadsom, has for a meeting relating to Planning changes i.e. White Paper.

**20/553 Library – Statutory Library Requirements Cllr. M. Allen/Chairman**

* Update
  + No further updates
  + Cllrs Allen and Jerrams Coughtrey stated the Agenda Item is no longer required.

**20/554 Next meeting**

* **5th October 2020 – Parish Council General Meeting**

**20/555** Urgent Matters relating to COVID-19 – Unknown when the Agenda is being issued.

* None for this meeting.

**Signed:** ………………………………………………………………………………………………………………… CHAIRMAN

**Dated:** …………………………………. …………………………………………….2020