**PARISH COUNCIL GENERAL & PLANNING MEETING**

**To Join Zoom Virtual Meeting**

Meeting ID: 878 9893 0200

Password: 009680

**16th November 2020**

**MINUTES**

**20/605 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 Commitments
  + Cllr. C. Bowden – Work Commitments

**Proposed: Cllr. W. Smith Seconded: Cllr. M. Allen**

**20/606 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
  + Cllr. K. Burgess – Agenda item 20/609 – PFA
    - Newly appointed Chairman of the PFA

**20/607 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.

**20/608 Planning - Letters, Decisions and Applications Chair/Cllrs/Clerk**

**20/608.1 Applications - Determined by SNC – Local Planning Authority**

**S/2020/1969/FUL – 19 Centenary Road, OX17 2SJ**

* **Rear Conservatory**
  + Cllrs had no objections or comments to make relating to the application other than they would want neighbours’ views taken into account.

**S/2020/0441/MAO – Land at Waters Lane**

* **Appeal Under Section 78 – Virtual Inquiry 16/03/21 for 6 days.**
  + Cllrs discussed with residents the Appeal Hearing Under Section 78 and how and/or whether to take matters forward.
  + Cllr. Rice said he would advise on how to respond both for residents and Council by the given date as this was a complicated process.
  + It was noted that the Primary School was at 99% capacity and the Secondary School at 96% capacity. In addition, the Pre-School was already over subscribed.
  + It was agreed to initially discuss how to take the Neighbourhood Plan forward at the next Neighbourhood Plan Steering Group Meeting where participants would formulate an Agenda for a future meeting of the Neighbourhood Plan Committee scheduled for 25th November.

**20/608.2 – Decisions - Local Planning Authority Responsibility**

**None**

**20/609 Playing Fields (PFA) – Astrop Road Cllrs.Burgess/Allen**

* New Sports & Community Centre Project – Update on proposal
  + No further update at present.
* AGM – Monday, 9th November 2020 – Virtual Meeting – Update
  + Meeting took place and was well attended and managed.
* Notice of Election – Members of the General Public – Update
  + Members were elected for each category – public vote.
    - Cllr K Burgess was elected as Chairman

**20/610 Community Wellbeing – COVID-19 Cllrs/Jones/Burgess/Fuller**

* Emergency Plan – Update
  + Work in progress
* Winter Support in the Community
  + Budgets have been obtained and issues still being reviewed.
* Middleton Working Together – Next Meeting Date
  + 14th December 2020
* Duke of Edinburgh – Village Students
  + Cllr Fuller has been working closely with 3 students/families. He has been approached by a further family for their son and Cllrs were asked if they were aware of any students who would like to participate in order for a group of friends can be set-up to take matters forward.

**20/611 Chairman’s Report Chairman**

* Barclays Bank – Mandate Change Requests – Signatories
  + Still to be finalised – Cllrs were asked to advise when they would be able to visit the Banbury Branch to finalise matters.
* Main Road/Yew Tree Close – Fence Repair
  + Still no response from residents
* Neighbourhood Watch – Cllr Involvement – Volunteer
  + Cllr. Solesbury Timms to advise on what the role encompasses for those who might be interested to take matters forward.
* M.C. Library – update
  + Suggested improvements to the library have been put forward – funding will be required.
* Signage in the village for the Heseltine Gallery
  + Information still required before agreement can be reached
  + Correspondence still being maintained with the Project Manager
* Brackley Medical Centre
  + Has now been opened – 16th November - however visitors not allowed to view due to COVID restrictions – currently virtual viewing only.

**20/612 Clerk/RFO Report Clerk/RFO**

* Permissive Bridleways 2021
  + Grant Funding Application has been submitted to District
* Dog Waste Bins
  + Quotations have been requested – 2 companies
* Defibs – ARMills & Pharmacy – Update
  + Due to age of equipment, replacement parts are not available therefore it was agreed to purchase 2 new pieces of equipment.
  + Equipment has been installed
* Waters Lane – BT Cable Repairs
  + Resident updates on a weekly basis on whether work has been carried out
  + Engineer from OpenReach has attended and said it is viewed as not a priority and will be addressed as soon as possible
* Repairs – Play Equipment – Play Areas & CCTV
  + Date for repairs will depend on arrival of new parts.
* Project for Youth and More Mature/Andrea Leadsom/SNC
  + Meeting with Andrea Leadsom was positive and she supports the idea of coaching and mentoring the youth. This project will need participation of internal and external stakeholders
  + Work continues on taking matters forward

**20/612 Clerk/RFO Report – Continued. Clerk/RFO**

* Unacceptable Rubbish – how handled
  + Methadone and needles found in walkways.
  + Pharmacy in Banbury where prescription issued have been contacted and they are handling.
* Monthly Payroll – November & December
  + Payroll for both months need to be submitted earlier than usual.
  + Submission will return to normal procedures at the end of January 2021
* 2Commune – Annual hosting/email accounts
  + Annual Invoice received.
  + Information revised and fresh invoice has been submitted.
* Covid – Public Health Updates
  + South Northants Council along with NCC Public Health team and Schools and PHE are working with Chenderit and closely monitoring the situation.
  + Whether the school is closed and classes asked to self-isolate is down to the Head
  + Parents with concerns should raise them directly with the Head
* Christmas Tree – Donation
  + Hadsham Farm in Horley have offered to supply FOC a Christmas Tree
  + Ready for pick-up 5th or 6th December
  + It will need to be secured – AGU have agreed to assist
* NCALC briefings
  + Latest information on numerous topics i.e. Play Areas, Remembrance Sunday, Council Meetings, Food Boxes, Grant Support has been circulated to Cllrs to keep them updated.

**20/613 VAS Warning Signs – Update Cllr. K. Burgess**

* Progress – installation
  + To be addressed as soon as possible.

**20/614 Police Liaison Cllr. P. Fuller/Clerk**

* Update
  + Work in progress.

**20/615 Remembrance Day/RBL Cllr. R. Solesbury Timms/Clerk**

* Update
* Armed Forces Covenant – Update
  + The above took place following guidelines received at short notice
  + Those involved were thanked for their help

**20/616 Neighbourhood Plan – Update Cllr. T. Rice/Cllrs**

* SEA Screening Opinion and Scoping Report
* Appeal Hearing – Waters Lane
* Landscape Character Assessment
* Steering Group – Future Meetings
  + The above will be reviewed and discussed at forthcoming meetings to be held by 25th November 2020.

**20/617** Urgent Matters relating to COVID-19 – Unknown when the Agenda is being issued.

* We have been notified of increasing rates of Covid 19 in Middleton Cheney
  + Chenderit School
  + Care Home
  + Note delivered to all houses in the village
  + Officers from SNC are working closely with Public Health officials, Police colleagues and partners from the health system to try and determine the cause of the recent spike and more importantly to prevent further spread of the virus.
  + Significant rise in cases is believed to come from community transmission.

**20/618 Next meeting**

* **7th December 2020 – Parish Council General Meeting**

**Signed:** **…………………………………………………………..** **Dated:** ……………………………………

**Chairman**