

MIDDLETON CHENEY

Parish Council



Parish Meeting Room
Main Road
Middleton Cheney
Banbury
Oxon
OX17 2LR

PARISH COUNCIL MEETING

Venue: Parish Meeting Room
16th May 2022

Minutes

22/1044 Resolution to approve apologies for absence

To receive any apologies for absence for 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.

Present were:

- Cllr. Mark Allen (Chairman)
- Cllr. Kristian Burgess
- Cllr. Edward Coughtrey
- Cllr. Ruth Hoose
- Cllr. Stuart Howard
- Cllr. Richard Solesbury-Timms
- Cllr. Alan Youel (Vice Chairman)

Apologies were received from Cllr. Truman, who was on holiday.

The Parish Council resolved to approve the apologies for absence.

Proposed: Cllr. Allen

Seconded: Cllr. Solesbury-Timms

22/1045 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. Burgess asked the Parish Council to note his Chairmanship of the PFA when discussing 22/1049 – Grant Request from the Tennis Club.

Cllr. Solesbury-Timms asked the Parish Council to note a non-pecuniary interest in item 22/1060 – Fire Engine.

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22/1046 Open Meeting

An opportunity for members of the public to raise any items concerning the Parish.

Issues raised were:

- Future water scarcity and its implications for planning.
- Planting of trees.
- The publication of Councilors' membership of Working Groups and Committees.
- The publication of office opening hours.
- Failure to empty the village dog waste bins.

The suggestion was made that the Parish Council could offer the £50 remaining in the funds allocated for Jubilee celebrations to the operator of the organ as a donation towards their fuel costs. The Parish Council agreed that this was a good idea, but any allocation of funds would require an agenda item and a vote.

Action: Cllr. Solesbury-Timms to add this motion to the agenda for the next meeting of the Parish Council.

22/1047 Appointment of Interim Clerk

With the resignation of the Clerk, the Parish Council needs someone to carry out the functions of the Clerk while a permanent replacement is recruited. Cllr. Hoose indicated that she was prepared to take on this role, with the proviso that she would need support from the other Councillors.

The Parish Council resolved to appoint Cllr. Hoose as Interim Clerk.

Proposed: Cllr. Youel
Seconded: Cllr. Burgess

22/1048 Co-option

No candidates for co-option attended the meeting.

22/1049 Grant Request

The Parish Council has received a grant request from Middleton Cheney Tennis Club for funding towards replacement fencing around the tennis courts.

The Parish Council noted that the funds allocated to grants within its budget would not cover the sum requested. Concerns were raised

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about making a grant of this size on a first-come, first served basis, instead of considering all such applications as might be received.

The Parish Council agreed to ask the Finance Working Party to consider whether the Parish Council's grant-making policy properly considered the possibility of multiple large grant requests within a single financial year, and to bring recommendations about the policy to the Parish Council. Once these recommendations (if any) had been received and considered by the Parish Council the Parish Council would then consider the grant request from the Tennis Club.

22/1050 Planning - Letters, Decisions and Applications

Applications

WNS/2022/0738/FUL

51 Main Road, Middleton Cheney, Northamptonshire, OX17 2LY
Replacement front door with a like for like solid wood construction with slight modifications, different window and enlarged letterbox in revised position.

The Parish Council had no comment to make on this application.

Decisions

WNS/2022/0282/LDP

Certificate of Lawfulness (Proposed)

1 Draysons Close Middleton Cheney OX17 2FF

Certificate of Lawfulness for Proposed Development comprising of the removal of the two false / cosmetic chimneys on the house

Approval

WNS/2021/1587/FUL

Full Planning Application

45 Stanwell Lea Middleton Cheney OX17 2RF

Single Storey side extension, front porch, rear extension and garage conversion

Approval

WNS/2022/0592/FUL

Full Planning Application

32 Horton Road Middleton Cheney OX17 2LG

Single storey rear and side extension and enlarged front porch (retrospective)

Approval

The Parish Council also noted that the WNC Planning Committee sat on the 12th of May and approved the following applications:

- 21 houses Leather Lane

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- Matters arising Waters Lane

22/1051 Street Naming

The Parish Council has been invited to provide suggestions for names of four new roads in the development off Waters Lane.

Because the creation of the new roads falls in the year of Her Majesty The Queen's Platinum Jubilee, the Parish Council decided to mark the occasion with the choice of names. After discussion, the Parish Council agreed to suggest the following names:

- Windsor Drive
- Sandringham Gardens
- Balmoral Close
- Holyrood Place

Action: Cllr. Hoose to submit the road name suggestions to WNC.

22/1052 Community Wellbeing

Ukraine – Flag at Primary School

- At the April meeting the Parish Council agreed to fly the flag of Ukraine on the Council's flagpole, which is located within the grounds of Middleton Cheney Primary School.
- Cllr. Hoose has contacted the Primary School with the Parish Council's request to fly the flag of Ukraine.
- The Primary School has concerns about the flying of the flag, and consequently the Parish Council decided that its decision to fly the flag cannot go forward.

Flag Policy

- The matter of flying the flag of Ukraine has highlighted the need for the Parish Council to develop and adopt a flag policy.
- Cllr. Solesbury-Timms volunteered to work on a policy.
- Cllr. Coughtrey volunteered to look into costs, locations and planning requirements for a new flagpole.

Cheney Chatter

- Cllrs. Truman and Hoose have been working on a new edition of Cheney Chatter.
- This new edition of Cheney Chatter is planned for July.
- This first edition will be electronic, with printed copies available at key points in the village.
- A decision will be made later as to whether the next edition will be printed and distributed as was done previously.

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Beacon

- The Beacon will be lit on the night of Thursday the 2nd of June 2022 at 9:45 pm.
- The Beacon lighting will take place on the Primary School field.
- The Parish Council agreed to ask the oldest known resident of the Parish to light the Beacon.

The Parish Council resolved to organise a Beacon lighting event on Thursday the 2nd of June 2022, at Middleton Cheney Primary School.

Proposed: Cllr. Solesbury-Timms
Seconded: Cllr. Hoose

22/1053 Street Lighting

Cllr. Hoose provided an update to the Parish Council on the quotes received for the replacement of the Parish Street Lights. Of the three companies approached, only one had provided a quotation that the Parish Council considered met the requirements for the work being contracted. Because of this, the Parish Council considered a motion to invite a specific quotation rather than following the extended contracts process.

The Parish Council considered that the precise legal requirements for inviting a specific quotation were not sufficiently clear for it to make a decision on this question. Therefore, the motion was abandoned and the Parish Council agreed to ask Cllr. Youel to request further guidance on the issue from NCALC before a revised motion can be brought to a later meeting.

22/1054 Chair's Report

Cllr. Youel reported that he had created a document to track maintenance that needed to be carried out. Cllr. Youel requested that any maintenance jobs that Councillors were aware of should be sent to him so that they could be collated.

The Parish Council noted major damage to the Council's cemetery shed, caused by vandalism. It was agreed that the damage meant that the current shed is not fit for purpose, and that the Parish Council should reassess the storage needs at the cemetery.

22/1055 Resolution to approve Minutes of the previous meeting

The Parish Council resolved to approve the minutes for the meetings of

- 21st March 2022

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Proposed: Cllr. Burgess
Seconded: Cllr. Coughtrey

22/1056 Resolution to approve Authorisation of Payments

The Parish Council resolved to approve the authorisation of payments.

Proposed: Cllr. Burgess
Seconded: Cllr. Coughtrey

22/1057 Grass Cutting Contract

The Parish Council has received a number of complaints about the quality of the grass cutting within the village, and of areas not being cut at all.

Cllr. Burgess has been in contact with the company that has been subcontracted to carry out the grass cutting within the village. He has inspected the areas of concern with a representative of the company and the company has agreed to make good the problem areas. Cllr. Burgess will continue to monitor the grass cutting and liaise with the contractors over the next two weeks to ensure that the problems are rectified.

The Parish Council noted that Cllr. Burgess is effectively managing the grass cutting contractors, and that this approach is not sustainable over the long-term.

22/1058 Document Review/Approval

The Parish Council considered the following documents:

- Cemetery Risk Assessment
- Code of Conduct
- Complaints Procedure
- Co-option Policy & Procedure
- Electronic Service Consent
- Environmental Policy
- Financial Risk Assessment
- Freedom of Information Request Form
- Grievance Policy
- Reserves Policy
- Risk Assessment
- Risk Checklist

The Parish Council resolved to approve and adopt the listed documents.

Proposed: Cllr. Allen
Seconded: Cllr. Hoose

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22/1059 Permissive Bridleway

No further update was available.

22/1060 Fire Engine

Cllr. Solesbury-Timms circulated a draft agreement between the Parish Council and the Flint Mill Fire Collection for the continued storage of the Fire Engine.

The Parish Council resolved to request that Cllr. Solesbury-Timms accept and sign the agreement on behalf of the Parish Council.

Proposed: Cllr. Youel
Seconded: Cllr. Coughtrey

22/1061 VAS Update

No further update was available.

22/1062 Next Meeting

- 16th June 2022 – Monthly Meeting

22/1063 Resolution to exclude the public and the press in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted.

The Parish Council resolved to close the meeting.

22/1063.1 Item relating to Human Resources