**PARISH COUNCIL GENERAL MEETING**

**Venue: Parish Meeting Room**

**18th July 2022 @ 19.15**

**Minutes**

**22/1087 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.

Present:

Cllr Alan Youel (Chairman)

Cllr Kristian Burgess (Vice Chair)

Cllr Mark Allen

Cllr Edward Jerrams Coughtrey

Cllr Ruth Hoose

Cllr Stuart Howard

Cllr Richard Solesbury-Timms

Cllr Nina Truman

Cllr Alison Knight

Apologies:

Peter Gliwitzki, on a work commitment.

Proposed: Cllr MA

Seconded: Cllr RST

Carried unanimously.

Additional note:

Cllr EJC reported ongoing problems with Cllr AY’s email so was advised to send his correspondence to Clerk’s email address until resolved.

**22/1088 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.

None declared.

**22/1089 OPEN MEETING**

* An opportunity for individuals to raise any items concerning the Parish

One member of the public raised points relating to forthcoming Agenda items:

* 1095, 1097, 1101

The Parish Council agreed to discuss those points during the relevant agenda items.

The Chair reminded the meeting that involvement of members of the public (MOTP) in agenda items outside of the public meeting section, is strictly at the discretion of the Chair, and with agreement of council. This will be exceptional and only where this may aid the council decision making. The MOTP was requested to make their comments in the open section.

One member raised an issue not on Agenda, which is issue of security at the Astrop Road Playing Field. It was agreed to discuss this point.

Member asked what the PC’s position would be if gates were locked earlier to stop vandalism (fire, graffiti, and damage to cricket covers/goals/fencing around the tennis club etc.) and other activities (fly tipping, grooming etc.). Questions asked as to who has keys – Cllr AY advised that a committee member living adjacent has set of keys and usually locks the gates, as well as Playing Fields Association (PFA) members. Member of the public suggested reinforcing fence on footpath and gate to tennis court, and that all gates could be locked from dusk till dawn which would differ depending on time of year. PFA are prepared to back this. Police more likely to get involved if locks have been broken. Cllr AY suggested members of Green Committee to discuss this at their next meeting and bring findings to next full PC meeting.

Open meeting closed 19.30

**22/1090 Electric Vehicle Charging Points**

* Identify potential sites
* Community requirements

Cllr EJC informed the council that it was a work in progress and will send an email to AY relating to public consultation for publication on website.

**22/1091 Council Building Garden**

* Use of land around PC building

Now that office is open once a week, Councillors are being more open, and residents are booking the room for various use, suggestion made for it to be made into more of a community space. Cllrs NT and RH have done some weeding for which they were thanked. Cllr KB suggested taking up gravel and membrane, spraying weedkiller and planting flowers as area too small for trees. Sign could be replaced. Bins could be moved – currently no recycling as too expensive. Cllr RST suggested taking down both Cemetery sheds and put one in the PC’s area too, which would alleviate Cemetery space issue. Shed could also be used for litter pickers’ equipment. At next Finance meeting, they will discuss what money is available. Cllr NT to come up with a plan and report back at next full PC meeting.

**22/1092** **Co-option**

* Appointments – To fill vacancies on the Council by Co-option
  + Kay Stevens

The Chair reminded council of the co-option process and procedure, and the standards expected of the PC.

It was proposed and agreed to co-opt Kay Stevens onto the Parish Council. After completing her Declaration of Acceptance of Office, which was countersigned by the Interim Clerk, Kay was welcomed to the council by the chair.

**22/1093 Planning - Letters, Decisions and Applications**

WNS/2022/1097/NA - Neighbouring Authority Consultation Os Parcel 6124 East of Baynards Green Farm Street to Horwell Farm Baynards Green Stoke Lyne Neighbouring authority consultation (22/01340/OUT) for Application for outline planning permission (all matters reserved except means of access (not internal roads) from b4100) for the erection of buildings comprising logistics (use class b8) and ancillary offices (use class e(g)(i)) floorspace; energy centre, hgv parking, construction of new site access from the b4100; creation of internal roads and access routes; hard and soft landscaping; the construction of parking and servicing areas; substations and other associated infrastructure.

* RST spoke to Aynho Council who stated they were having a lot of traffic. Even though it is in Oxfordshire and not Northamptonshire, we will see some impact. Cllr RH agreed to put comments on the application but not object.

WNS/2022/1100/NA - Neighbouring Authority Consultation OS Parcel 5616 South West of Huscote Farm and East of Daventry Road Banbury Neighbouring authority consultation regarding the construction of up to 140000 sqm of employment floorspace (use class B8 with ancillary officers and facilities) and servicing and infrastructure including new site assesses, internal roads and footpaths, landscaping including earthworks to create development platforms and bunds, drainage features and other associated works including demolition of the existing farmhouse.

* Already commented on and objection raised. Automatic email received.

WNS/2022/1091/FUL - 18 Glovers Lane, Middleton Cheney, Northamptonshire, OX17 2NU Garage conversion

* No action/comment

WNS/2022/1165/FUL - Chenderit School Archery Road, Middleton Cheney, Northamptonshire, OX17 2QR Erection of a canopy

* No action/comment

WNS/2022/1187/FUL - 3 Draysons Close Middleton Cheney OX17 2FF Removal of false/cosmetic chimneys.

* No action/comment

WNS/2022/1198/FUL - The Coach House 2 Rochester Close Middleton Cheney OX17 2RW Proposed 1st floor extension on rear including new increased ridge height.

* No action/comment

WNS/2022/1231/FUL - Land between B4525 and Chacombe Road Middleton Cheney Partially seal existing farm access with hedgerow and install pedestrian access gate to Chacombe Road, Form new access off Chacombe Road Werving farm and proposed dog park, enclosure and parking. Dog park 50m x 160m. Moveable weather shelter and store.

* No action/comment

WNS/2022/1266/FUL - 8-10 Church Lane Middleton Cheney OX17 2NR Replacement of old top and side hung UPVC casement windows to timber effect traditional style windows

* No action/comment

WNS/2022/1286/COND - The Bungalow Scrap Metal Yard Thorpe Road Middleton Cheney OX17 2QY Condition 3 of WNS/2021/0782/FUL [Schedule of Materials] Application for approval of details submitted pursuant to Condition 3 of planning permission

WNS/2021/0782/FUL [Demolition of existing Bungalow dwelling and creation of new two storey dwelling.]

* No action/comment

WNS/2022/1287/COND - The Bungalow Scrap Metal Yard Thorpe Road Middleton Cheney OX17 2QY Condition 4 of WNS/2021/0782/FUL [Samples of Tiles] Application for approval of details submitted pursuant to Condition 4 of planning permission WNS/2021/0782/FUL [Demolition of existing Bungalow dwelling and creation of new two storey dwelling.]

* No action/comment

WNS/2022/1288/COND - The Bungalow Scrap Metal Yard Thorpe Road Middleton Cheney OX17 2QY Condition 5 of WNS/2021/0782/FUL [External Walls- Natural Stone] Application for approval of details submitted pursuant to Condition 5 of planning permission WNS/2021/0782/FUL [Demolition of existing Bungalow dwelling and creation of new two storey dwelling.]

* No action/comment

WNS/2022/1306/FUL - Full Planning Application Moor View 6 The Moors Drive Middleton Cheney OX17 2PN Middleton Cheney 1st floor extension over the garage, change garage to habitable accommodation, two storey side / rear extension.

* No action/comment

**Decisions**

WNS/2022/0911/FUL Full Planning Application 18 Kings Stile Middleton Cheney OX17 2QZ Middleton Cheney Single Storey rear extension. **Approved**

**22/1094 Planning Working Party Cllrs KB RST SH**

* S106 Agreement Thenford Road 0.33ha of public open space which incorporates a children’s play area, detention basins/pond as well as existing planting around site boundaries.
* Application to discharge the legal agreement obligation S3- paragraphs 1 to 3 for the development on Land South of Millers Way.

Parish Council decision on the open space for Millers Way to Planning Working Party reported it would cost £72 per sq m to install, plus maintenance. Current play areas are hard to upkeep, plus lack of manpower to maintain them. Taking over another area will be tricky so perhaps an open green area would be favourable, as it could be hedge lined, have a community orchard, some wildflower areas etc. Policy and budget need to be looked at – potential owning of the site would mean we could resist any planning if it ever came to that. Proposal is that we adopt both areas – Planning Working Party to meet again, and a meeting with Lagan Homes will also take place. Decisions to be brought to next meeting.

**22/1095 Community Wellbeing Cllrs AY NT RST EJC**

* Communication received from Waters Lane resident, requesting 30mph be extended for the whole lane. Some issues raised with regards to footpath, traffic monitoring, visibility. Council agreed to support it based on safety.

Proposed: Cllr RST

Seconded: Cllr RH

Carried unanimously.

* Cheney Chatter – Update. Has been well received. Typos have been resolved. More content for next issue, place some physical copies in pubs, library, Co-op, Sanderz, Care Home etc.
* Flag Policy. Letter received from primary school – they would like us to erect new flagpole elsewhere and donate current one to the school for their own use. Cllr RST to bring Flag Policy to next Community Wellbeing Group meeting, and it to be an agenda item “do we maintain ownership of current flagpole, or transfer ownership to school” for next full meeting.
* Bus stops - Most in need of attention due to graffiti, missing fascias etc.) – only 2 belong to the PCC and they are opposite Stanwell Drive and next to the allotments, the rest belong to Highways. Suggestion to source local handyman who could do the repairs and smarten them up. Library has no bus shelter, but is a popular stop as picks up staff for Faccenda. KB will speak to contact at Highways about providing a shelter. Some information will be put onto Facebook to keep residents updated – Cllr NT to word this.

**22/1096 Street Lighting Cllrs RH SH**

* Cheque sent to Zeta who will commence works asap. Website will be updated to inform residents when commencement details known.

**22/1097 Chair’s Report Cllr AY (Chair)**

* Training to be completed by new Cllrs SH and AK – Cllr RH to circulate information.
* ROI – discussions to be held at end of meeting. Reminder from Chair that it needs to be completed.
* ICC – EJC will resolve 21/07/22
* AGAR – completed, agreed, and sent off to external auditor. Acknowledgement received, awaiting full response.
* Gigaclear (high speed broadband) – currently being implemented throughout the village. Residents receiving letters sporadically. Cllr RH to ask if Gigaclear will help with damage caused to verges.
* Midway garages – doors hanging off, roofing issues, some trees growing out of garages. Cllr KB to do a bit of fact finding to see who rents them/owns them (possibly Grand Union). Concerns for possible asbestos. Cllr SH has drafted letter to WNC to say buildings are in a dangerous state. Green Working Parking will take this on and report back at next full meeting.

**22/1098 Resolution to approve Minutes of the previous meetings**

**Chair/Cllrs**

* 20th June 2022

Proposed: Cllr SH

Seconded: Cllr KB

Carried unanimously.

**22/1099 Permissive Bridleway Cllr AY**

Previous council agreed to 5 year term with Mr Cherry (farmer who

owns the land) which takes us to 2026. He received a previous crowd funding payment instigated by residents. Mr Cherry was asked if he would consider one-off payment, but he declined and wants yearly payment. Concerns raised that it is expensive use of taxpayers’ money, but also there is a feeling that a lot of goodwill would be lost by residents if it wasn’t able to be used. Previously, Chacombe PC paid towards it too. Contract prepared by Mr Cherry was sent to previous clerk’s personal email and was never shared with council - Cllr AY to look for original agreement.

Mr Cherry has planning in for change of use to the field which may affect bridleway.

* Motion agreed to amend contract, sign off four-year agreement and approve £4,000 payment for 2022/2023

Proposed: Cllr AY

Seconded: Cllr RH

Carried unanimously.

* Proposal to continue to pay for remainder of contract

Proposed: Cllr RH

Seconded: KB

Carried unanimously.

**22/1100 Resolution to approve Authorisation of Payments RFO**

Authorisation of payments documents have been circulated.

Cllr MA queried an item for salary on account and explained expense item claimed for electricity arrears (EON would only accept online payment). Cllr MA to contact EON and EON Next to explain we aren’t receiving invoices, and that a meter reading also needs to be entered.

Proposal that this could be task for new Clerk.

Proposed: Cllr NT

Seconded: Cllr KB

Carried unanimously.

**22/1101 Green Middleton Working Party Recommendations Cllrs**

* Cemetery – Quote received but unable to fulfill work until September, which includes hedges.
* Play areas – 2 areas have been identified as medium risk. Need to find a contractor to resolve them.
* Stanwell Fence is damaged. Parkland Fencing to quote. Working Party will come back next time with quotes which could also cover removal of graffiti.
* Astrop Park – updated CCTV needed as current system inadequate. Better CCTV will help reduce vandalism – there is a pole there and power supply. Some parts of Astrop Road playing area have been removed for fixing and need to be resolved. See open meeting comments. Quotes will be requested and brought to next full meeting.
* Grass cutting – Current contractors have done a good job. Current contractors’ recommendation is to look at schedule of cuts required and have flexibility about when they are done so as not to do them unnecessarily which would save money. Feedback is helpful too, and perhaps they should be given flexibility to do what they think is needed. Current contractors are still working within the maps. They have noticed that some residents have cut grass themselves. SH commented that benefit of current contractors is
* that they know what they are doing, and all of this will be taken into consideration when contract put out to tender. Finance Working Party should meet to discuss and brining findings to next full meeting. Cllr KB suggested carrying on with current arrangement for now.
* Footpaths - Cllrs KB, SH and NT walked all the footpaths in the village recently to work out what is within the parish. Have contacted Highways about what is the responsibility of the PC and written to some residents to point out their obligations. Questions raised as to how much PCC should spend on areas where residents don’t do it, as it does make the village a nicer place. Example is the area at Peacocks Close. Other priority is the tree at Barnet Road which comes under Grand Union and SH

suggested sending them a letter to explain the danger as it is causing visibility problems. Areas at Dands Drive and Horton are also an issue, and letter has been sent because of the obstruction caused to lights which is dangerous. Recommendation from PCC to get quotes to deal with the trees, and Cllr RH will ask what is included within the Zeta quote.

* Parish Office spraying – Cllr KB advised this will be done
* Dog bins – New contractor appointed and has reduced costs significantly. Cllr SH to look into validity of contract, and Council agreed in principle for Cllr KB to sign the contract and it doesn’t need to be brought to next meeting. Some bins are missing or broken – these will be addressed.

Motion to approve contract subject to amendments

Proposed: Cllr RST

Seconded: Cllr EJC

Carried unanimously

**22/1102 Office printer BDL Quotation**

* Cllr RH detailed potential new contract at a significant cost to PC and Cllr KB offered to look at comparable. Agreed to stick to current contract for now, and possibly look to outsource printing of Cheney Chatter as would be much cheaper.

**22/1103 VAS update**

Postponed to next meeting.

**22/1104 Next meeting**

* 15th August 2022 – Monthly Meeting

**22/1105 Closed Meeting**

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.

**22/1105.1 – HR Clerk/RFO Recruitment**

Appointment of new Clerk was agreed.

Meeting closed 10.50 pm

**Signed:** **Ruth Hoose** - Interim Clerk