



MIDDLETON CHENEY

Parish Council

Parish Meeting Room
Main Road
Middleton Cheney
OX17 2LR

PARISH COUNCIL GENERAL MEETING

Venue: Parish Meeting Room
19th June 2023, 7:15pm

Present: Chairnan Alan Youel
Cllr Nina Truman
Cllr Mark Allen
Cllr Ruth Hoose

Cllr Richard Solesbury-Timms
Cllr Nigel Mills
Cllr Rachel Washer

(Late attendance Cllr Kristian Burgess)

23/149 Apologies for absence

Cllr. Burgess will attempt to attend the meeting as early as possible.

Absent without apologies: Cllr Jerrams Coughtrey.

On the proposition of Cllr Solebury Timms it was **RESOLVED**: to approve the apology for absence from Cllr Burgess.

23/150 OPEN MEETING

A resident:

23/153 No access to planning information *Cllr Allen confirmed supporting documents were provided on the Parish Council website as stated by the Clerk.*

23/160 Requested equipment at Stanwell park is reviewed

23/163 Requested Christmas events are not considered at this time

Interruption from a resident, no representations made on agenda items.

A resident:

23/150 Claims Council Standing Orders aren't correct and restricts public participation in rest of meeting.

23/165 Remembrance parade, volunteers are happy to undertake road closure requirements.

23/160 Request Stanwell and Astrop play areas could encourage graffiti from the schools. The resident's company won't quote if other companies are being considered.

23/166 Request not to pay contractors regarding grass-cutting.

Open meeting closed 19:26

23/151 Members' declaration of interest in items on the agenda

None

23/152 Approval of minutes of meeting 15/05/2023

On the proposition of Cllr Truman it was **RESOLVED**: to approve the minutes of meeting 15th May 2023.

23/153 Planning – letters, decisions and applications

2023/5371/FULL general comment: To request surrounding character when deciding on cladding.

23/154 Receipt of the Annual Internal Audit Report, YE 31st March 2023 Section 3

Members received the Annual Internal Audit Report provided by W J McL. Marshall, CiLCA.

23/155 Approval of the Annual Governance and Accountability Return, YE 31st March 2023 Section 1

On the proposition of Cllr Allen it was **RESOLVED**: to complete and approve Section 1 of the Annual Return, Annual Governance Statement.

Chairman and Clerk of the meeting signed the Annual Governance Statement

23/156 Approval of the Annual Governance and Accountability Return, YE 31st March 2023 Section 2

Explanation of variances provided by the Clerk.

On the proposition of Cllr Hoose it was **RESOLVED**: to approve Section 2 of the Annual Return, Accounting Statements.

The Chairman signed the Accounting Statements.

MIDDLETON CHENEY

Parish Council

23/157 Reports from Ward Councillors

Cllr Solesbury-Timms provided a verbal report. Blue Lagoon has been cleared by Cotswold Oak and residents on a private area of land.

Derelict property in the village has been escalated and has a reference number with West Northants private property management department.

Warkworth Road – vegetation interfering with road.

23/158 Review of arrangements with other organisations.

Clerk's summary and recommendations:

West Northamptonshire Council, Grand Union Housing Group, MC Playing Fields Association, Village Hall Committee, MC Community Library, All Saints Church.

GUHG - MCPC to support a sustained presence of the Housing Association in the village. MCPC to ensure GUHG maintain standards of areas it owns and is responsible for.

WNC - MCPC have unitary representatives who shall be invited to report at every full council meeting and Annual Parish Meeting, MCPC receive a payment for grass-cutting. MCPC to support problem reporting to WNC via appropriate channels

PFA – Question to PFA, MCPC may have a member representative on the committee? MCPC to ensure a PFA committee is in place and support its continuation.

Village hall committee - access to carpark arrangements, MCPC to ensure its boundaries are suitably maintained. Church and Library - ad hoc arrangements can be negotiated between the council or clerk and an organisation representative.

Primary School – Flag pole arrangements.

Secondary School – Arrangements with "Risk Aware" group – MCPC offer its support where needed.

MCPC to support the advertising of WNC and local not-for-profit organisations on website, noticeboard where available and in Parish Newsletters.

MCPC may hire the facilities and grounds of other organisations as any other organisation or individual can at the discretion of the organisation..

23/159 Nominated individuals guidance

On the proposition of Cllr Solesbury-Timms it was **RESOLVED**: to adopt guidance on nominating individuals who act on behalf of the Council.

23/160 Receive play area inspection reports

On the proposition of the Chairman it was **RESOLVED**: to delegate liaison responsibility to Amenities Committee to identify plan and source contractors for identified works.

23/161 To respond to questions from Annual Parish Meeting 24th April 2023

The Chairman and Cllr Washer to create responses to the comments and questions raised.

Cllr Hoose and Cllr Mills to correspond with the Clerk to create a plan for generating better engagement at the annual meeting of the parish. Circulate information from September.

Cllr. Burgess joined the meeting 20:51pm

23/162 Business Continuity Plan

On the proposition of Cllr Mills it was **RESOLVED**: to adopt the IT Back Up document as part of the Business continuity plan. To review BC plan alongside the Emergency Plan next meeting.

23/163 Consideration of Christmas illuminations

On the proposition of the Chairman it was **RESOLVED**: Cllr Burgess, Cllr Truman and Cllr Washer "Team Christmas" to explore options and come back to Council with a proposition.

23/164 Consideration of Christmas events collaborating with other organisations

Team Christmas agreed collaborate with the Village Hall Committee to create a proposal for Christmas events.

23/165 Arrangements for Remembrance Sunday Parade 2023

Some councillors identified a preference for volunteers to participate as residents / members of respective organisations rather than have to manage the traffic. 1 quote received, 1 outstanding.

Deferred until July full council meeting once quotes have been obtained. Information regarding use of volunteers to be queried with MCPC insurance company.

MIDDLETON CHENEY

Parish Council

~~23/166 Authorisation of payments – attached~~

~~To approve and provide dual signatory on payments scheduled April 2023 – May 2023.~~

~~Recommendation: to approve schedule of payments.~~

23/167 Exclusion of press and public

On the proposition of the Chairman it was **RESOLVED**: to exclude the public and press from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

23/168 Representations to resolution processes

On the proposal of Cllr Solesbury-Timms it was **RESOLVED**: to nominate the Chairman and Cllr Allen to liaise in the resolution process, the Council provided instructions for the parameters of engagement. The parameters of engagement rejected the recommendation the HR Committee made on this matter. Cllr Washer abstained from voting on this matter.

22:12pm On the proposition of the Chairman it was RESOLVED: to suspend the Standing orders. End of exclusion of press and public 22:13.

23/169 Receive recommendations from committee meetings

To receive recommendations from the meeting of the HR committee 24.05.2023.

The Chairman shared the minutes of the meeting.

On the proposal of Cllr Allen it was **RESOLVED**: to accept the recommendations from the HR Committee. Item 8 rejected as superseded by 23/168.

23/170 Recruitment requirements

To consider and approve recruitment for new role of a Clerk's Assistant.

On the proposition of Cllr Allen it was **RESOLVED**: to begin recruitment for a Clerk's assistant, hourly rate £12/hour.

Cllr Washer 22:33 departed meeting.

23/171 Authorisation of payments

On the proposition of Cllr Burgess it was **RESOLVED**: to approve the authorisation of payments.

23/172 Matters for information

None

23/173 Next meeting 17th July 2023 – Full Council Meeting.

Signed: Meeting closed 22:36pm

Handwritten signature and date:
All
Cllr
17/7/23