



MIDDLETON CHENEY Parish Council

Parish Meeting Room
Main Road
Middleton Cheney
OX17 2LR

PARISH COUNCIL GENERAL MEETING Venue: Parish Meeting Room 19th February, 7:15pm

Present:

Cllr Alan Youel
Cllr Mark Allen
Cllr Kristian Burgess
Cllr Peter Cook

Cllr Nigel Mills
Cllr Rachel Washer
Pip Davis, Clerk and RFO
Bettina Frinault, HUG2 WNC representative
6 members of the public

Meeting started: 19:14PM

24/022 Apologies for absence

Apologies received: Cllr Nina Truman, Cllr Ruth Hoose, Cllr Richard Solesbury-Timms.
Early departure from Cllr Washer.

Absent without apologies: Cllr Jerrams Coughtrey.

On the proposition of Cllr Allen it was **RESOLVED**: to approve the apologies for absence.

24/023 OPEN MEETING

23/030 A resident requested that the website is updated to reflect the new members appointed to the standing committees.

23/035 A resident stated their attendance regarding the grant application, the Chairman advised he may invite comments from the gallery if clarity is needed on this item.

Open meeting closed 19:17

24/024 Members' declaration of interest in items on the agenda

23/035 Cllr Burgess – The grant applicant is a beneficiary club of Playing Fields Association (PFA), of which Cllr Burgess is Chairman.

23/035 Cllr Cook – Association with the grant applicant via PFA, through membership of Cricket club.

24/025 Approval of minutes of full council meetings 15th January 2024

On the proposition of Cllr Burgess it was **RESOLVED**: to approve the minutes of meeting 15th January 2024.

24/026 Receipt of committee minutes

On the proposition of Cllr Mills it was **RESOLVED**: to receive the approved minutes of the Finance and Policy Committee meeting 3rd January 2024.

Members noted the draft minutes of Finance and Policy Committee meeting 7th February 2024.

24/027 Planning – letters, decisions and applications

[2024/0468/FULL](#) 99 Main Road Middleton Cheney OX17 2PD No comments

[2024/0452/FULL](#) Church View Stables, Warkworth Road, Middleton Cheney, OX17 2JH No comments

[2024/0441/FULL](#) 109 Main Road, Middleton Cheney, OX17 2PD No comments

24/028 Reports from Ward Councillors

None.

24/029 Homes Upgrades Grant, Phase 2 (HUG2)

Members received information regarding the Homes Upgrade Grant, presented by Bettina Frinault (West Northamptonshire Council), a scheme which some parish households may be eligible to apply for. The Council will circulate information to encourage residents to apply.

24/030 Review of Standing Committee memberships

HR Committee: Cllr Mills to join.

Amenities Committee: Cllr Hoose nominated as a member.

Planning and Highways Committee: Cllr Cook, Cllr Hoose to join, Cllr Mills to leave.

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Finance and Policy Committee: Cllr Burgess to leave. Cllr Cook to join.
Human Resources Committee to meet quarterly. Planning & Highways Committee and Amenities Committee to meet before next full council meeting.

24/031 Appoint Committee Chairs to Standing Committees.

Committees to appoint Chairs to Standing Committees where none has been appointed at next meeting of the committee.

24/032 Induction of new Councillors and training for Councillors (attached)

Induction referred to Finance and Policy committee for further review.

Councillors agreed a full council training session during the coming year would be beneficial and sought through NCALC. Cllr Mills to explore options further with the Clerk.

24/033 Community Event – September 2024

Councillors approved a proposal for a community event, Sunday 22nd September, to be coordinated by the Parish Council. Budget of up to £3000 from Events budget can be considered for this project.

24/034 Community Event Partnership – Easter 2024

Council agreed to an event partnership with Chenderit School Association to support the provision of an Easter Trail in March 2024. Clerk to act as liaison.

24/035 Grant application – Tennis club

On the proposition of the Chairman it was **RESOLVED**: To approve the grant application received from Middleton Cheney Tennis Club, £1780.00.

24/036 Trees and planting options - attached

Cllr Washer provided a verbal report from the recent West Northamptonshire Council Tree Strategy workshop. WNC intends to have a strategy document formed by Summer 2024. Biodiversity Officer and Tree Officer being employed at WNC, with West Northants focusing on managing existing trees. Woodland Dwelling have supported mapping of trees to assess areas for future planting. Cllr Washer, Cllr Burgess and the Clerk to refer to Woodland Dwelling for recommendations regarding current project position.

24/037 Village / Parish Council website

On the proposition of the Chairman it was **RESOLVED**: to authorise the new contract with Cuttlefish.

Cllr Washer left 20:34

24/038 Hearing Loop quote

Council to consider a residents survey regarding accessibility requirements for the building. Needs of accessibility to be assessed and revisit the potential expenditure of hearing loop if needed.

24/039 Village maintenance

On the proposition of the Chairman it was **RESOLVED**: New ropes to be purchased, local maintenance company to install in play area.

24/040 Non-Council Maintenance matters

“Lexton Wall”: Letter to Unitary Councillors / WNC contacts.

“The Rutts”: Chairman to write to Highways regarding the trees on the right of way, CC Unitary Councillors.

Property at Glovers Lane: Council confirmed environmental health and building control to be referred to.

Development at Waters Lane: Cllr Burgess confirmed mud on road situation had been addressed.

24/041 NJC Pay award

On the proposition of the Chairman it was **RESOLVED**: To approve HR Committee recommendation of clerk salary adjustment to reflect NJC negotiated award 2023/24.

24/042 Internal Control Checklist (attached)

On the proposition of the Chairman it was **RESOLVED**: To approve and adopt the new template for quarterly internal controls checklist.

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24/043 Schedule of charges (attached)

On the proposition of the Chairman it was **RESOLVED**: To approve Schedule of Charges document to be implemented from 1st April 2024.

24/044 Deeds of all Land Holdings (attached)

On the proposition of the Chairman it was **RESOLVED**: To approve Deed of all Land Holdings policy document, subject to amendment Section 6 para 2, "does NOT confer".

24/045 Authorisation of Payments – (attached)

On the proposition of Cllr Allen it was **RESOLVED**: To approve and provide dual signatory on payments scheduled January 2024 – February 2024.

24/046 Next meeting

6th March 2024 – Finance and Policy Committee

Human Resources

Highways and planning

Amenities

18th March 2024 – Full Council Meeting.

Meeting closed 21:32PM

Signed:

DRAFT