



# MIDDLETON CHENEY

## Parish Council

Parish Meeting Room  
Main Road  
Middleton Cheney  
OX17 2LR

### PARISH COUNCIL GENERAL MEETING

Venue: Parish Meeting Room  
15<sup>th</sup> July 2024, 7:15pm

#### Minutes

Present:

Cllr Nina Truman, Vice-Chair, Chair of the meeting  
Cllr Kristian Burgess  
Cllr Peter Cook  
Cllr Ruth Hoose  
Cllr Stuart Howard

Cllr Rachel Markham  
Cllr Richard Solesbury-Timms  
Pip Davis, Clerk and RFO  
Unitary Cllr Rebecca Breese  
6 Members of the public

The Chair read a statement to advise item 24/184 Playing Fields - Land Matters item would not be discussed by the Council at tonight's meeting.

#### **24/173 Apologies for absence**

On the proposition of the Chair it was **RESOLVED**: Apologies received Cllr Alan Youel, Cllr Mark Allen and Cllr Rachel Washer

#### **24/174 OPEN MEETING**

A resident: 24/181, Tenlands – asks on “behalf of Tenlands residents” what is happening to the splay. 24/193 Residents and Tenants, asks what it is about.

A resident: 24/176 - Co-option of candidate –Can Council include the recent new councillors on website. 24/193 – residents and tenants association, supportive of idea.

A resident: 24/181 - Consideration of grass-cutting, asked about payment for contract. 24/184 – PFA happy to provide a transparent report excluding public and press. 24/188 – Play area reports, when will repairs be made.  
**Open meeting closed. 19:27**

#### **24/175 - Members' declaration of interest in items on the agenda**

Cllr Burgess: 24/184, PFA Chairman.

#### **24/176 Co-option of candidate to fill casual vacancy**

Aneta Evins was duly co-opted to fill the casual vacancy (not present).

#### **24/177 Approval of minutes of full council meeting 17<sup>th</sup> June 2024 - attached**

On the proposition of Cllr Solesbury-Timms it was **RESOLVED**: to receive and approve the minutes of meeting of the Council on 17<sup>th</sup> June 2024.

#### **24/178 Receipt of committee minutes - attached**

(i) To receive the approved minutes of Finance and Policy Committee meeting 5<sup>th</sup> June 2024.

(ii) To receive the approved minutes of Human Resources Committee meeting 14<sup>th</sup> May 2024.

On the proposition of the Chairman it was **RESOLVED** To receive the approved minutes of meeting 5<sup>th</sup> June 2024 and 14<sup>th</sup> May.

(iii) To receive the draft minutes of Finance and Policy Committee meeting 3<sup>rd</sup> July 2024.

(iv) To receive the draft minutes of Human Resources Committee meeting 19<sup>th</sup> June 2024.

**Members received.**

#### **24/179 Planning – letters, decisions and applications - attached**

To consider planning applications as outlined:

[2024/2738/PND](#) Longacre House Astrop Road Middleton Cheney OX17 2PH No Comment

[2024/3145/FULL](#) 24 Astrop Road, Middleton Cheney, OX17 2PQ No Comment

[2024/1057/FULL](#) School Room 22A Queen Street Middleton Cheney OX17 2NP No Comment

[2024/3111/ADV](#) Land East of Waters Lane Middleton Cheney Construction directionals should not mislead traffic to use South entrance to Water Lane. Objection to sign opposite entrance alongside housing due to aesthetics and lack of need.

[2024/3194/TPO](#) 7 Tenlands Middleton Cheney OX17 2NL. Cllr Burgess declared interest due to neighbouring land interests. The Council would like to know more about the specifics of the tree, such as age and species.

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### **24/180 Reports from Ward Councillors**

Apologies received from Cllr Rosie Herring  
No reports provided.

### **24/181 Complaint, Cemetery grass-cutting - attached**

On the proposition of the Chairman it was **RESOLVED**: Complaint not upheld. Councillors have agreed to take comments under advisement. Recommendations to be brought back to next meeting. Cllr Truman, Cllr Howard / Cllr Burgess, Cllr Hoose to review communication protocols generally.

### **24/182 Quarterly Budget Report**

Clerk provided an explanation for any notable variances from budget.

### **24/183 Internal Controls Checklist**

Internal Controls Checklist reviewed and discussed.

### **24/184 Playing Fields – Land Matters**

PFA representatives invited to provide information. Cllr Burgess excluded from providing information. The PFA Secretary disputes contents of letter however will not publicly address the matter. The PFA Secretary advised there are documents they are happy to supply but might be misconstrued. As it could not be determined that the discussion met requirements to exclude press and public, the PFA Secretary stated the PFA would share documents for Council information to some Councillors only and would be making a complaint to the Council.

### **24/185 Complaints policy**

On the proposition of Cllr Solesbury-Timms it was **RESOLVED**: to approve the Complaints policy for 2024-25.

### **24/186 Press and Media policy**

Refer back to Finance and Policy to clarify wording between 2.9 and conflicting areas.

### **24/187 Police Liaison Representative Quarterly Report**

Report provided by Cllr Hoose. Chief Constable dismissed in June and now has an acting Chief Constable in post. New Police Fire and Crime Commissioner Danielle Stone. Recent General Annual Conference of PFCC and minutes are available detailing Commissioner Stone's comments. Recent break-ins to churches in local area. Communication with PCSO regarding car thefts and intention to set up village surgeries. Crime figures updated May: 19 reported crimes for Middleton Cheney. Summary of some information to be included in Cheney Chatter.

### **24/188 Play Area reports**

Clerk to continue to source quotes for remedials for moderate, high risk and very high risk matters and consider advice on other matters.

### **24/189 Lamp column stress test report**

Council agreed to replace the failed column and seek quotes to consider replacement of others.

### **24/190 Village maintenance**

Referred to Finance and Policy for new recommendations on column replacement.

### **24/191 Community event September 2024**

Cllr Hoose provided update of planning for the event and organisations which village organisations will be involved.

### **24/192 Full Council training recommendation**

On the proposition of Cllr Cook it was **RESOLVED**: that NCALC is approached to provide bespoke training package for Finance for Councillors and Procurement.

### **24/193 Grant request application**

Refer to August meeting.

### **24/194 Authorisation of Payments – (attached)**

On the proposition of the Chairman it was **RESOLVED**: To approve and provide dual signatory on payments scheduled June 2024 – July 2024.

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

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## Parish Council

**24/195**            **Matters for information**  
**None**

**24/196**            **Exclusion of press and public**  
On the proposition of that Chairman it was **RESOLVED:** that, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and having regard to the confidential nature of the business to be transacted to consider, that the Press and Public be excluded from the meeting for agenda items 24/197, 24/198 and 24/199.

**On the proposition of the Chairman it was RESOLVED to suspend Standing Orders and extend meeting for 10 minutes.**

**24/197**            **Bank Mandate**  
On the proposition of the Chairman it was **RESOLVED:** to confirm signatories of the bank mandate and confirm new mandate for orphaned account.

**24/198**            **Resolution review.**  
Deferred to next meeting

**24/199**            **HR Support**  
On the proposition of Cllr Hoose it was resolved to seek HR Consultancy with Peninsula 12 months contract.

**24/200**            **Next meeting**  
19<sup>th</sup> August 2024 – Full Council Meeting.  
**Signed:**            Pip Davis  
Clerk and RFO to Middleton Cheney Parish Council.  
22:24PM closed.