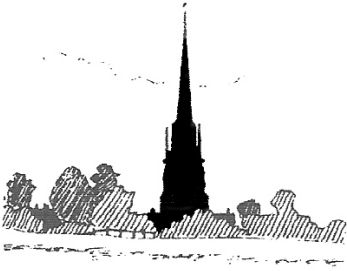


# MIDDLETON CHENEY

## Parish Council



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

### PARISH COUNCIL MEETING

Venue: Parish Meeting Room  
19<sup>th</sup> April 2022

#### Minutes

#### **22/1015 Confirm Appointment of New Clerk/RFO - Macaulay Nichol**

Cllr. Allen introduced Macaulay Nichol, the new Clerk and Responsible Finance Officer for the Parish Council.

#### **22/1016 Minute silence for ex councillor Bill Jarvis**

#### **22/1017 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. John Coatsworth
- Cllr. Edward Coughtrey
- Cllr. Peter Gliwitzki
- Cllr. Ruth Hoose
- Cllr. Stuart Howard
- Cllr. Richard Solesbury-Timms
- Cllr. Nina Truman
- Cllr. Alan Youel (Vice Chairman)

No apologies were received since all Councillors were present.

#### **22/1018 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.

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Cllrs. Solesbury-Timms and Youel declared an interest in item 22/1021 Co-option.

### **22/1019 Open Meeting**

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

Two members of the public raised points relating to items on the agenda. The Parish Council agreed to discuss those points during the relevant agenda items.

### **22/1020 Appointed Councillors**

Cllr. Allen explained that the minimum term set for those Councillors appointed in November 2021 would end in May 2022. Two of the appointed Councillors had expressed an interest in continuing as Councillors beyond this minimum term.

For the avoidance of doubt about the position of appointed Councillors who wish to remain members of the Parish Council, Cllr. Allen suggested that any who wished to do so could submit their resignation to himself (as Chair) immediately before the Parish Council considered applicants for co-option to the Parish Council, and then put themselves forward for co-option to one of the two current vacancies.

This is possible because a Parish Councillor's resignation takes effect immediately that the Chair of the Parish Council receives their letter of resignation. Cllr. Allen pointed out that there was no guarantee that a Councillor who resigned and then put themselves forward for co-option would be co-opted: as always, the decision to co-opt lies with the Parish Council as a whole, decided by a vote of all members present.

### **22/1021 Co-option**

With the agreement of the Councillors, this item was moved to the end of the meeting to allow any appointed Councillors who wished to be considered for co-option to participate in the other items on the agenda. NCALC had advised the Parish Council that any Councillors who resigned part-way through a meeting would not be able to participate in any item after that point, even if they were immediately co-opted to the Parish Council.

### **22/1022 Schedule of meetings 2022/23**

The Parish Council was presented with a draft schedule of meetings for the year 2022/23. The Parish Council agreed to adopt the schedule, and to continue with to meet on the third Monday of each month.

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### 22/1023 Planning - Letters, Decisions and Applications

#### 1. WNS/2022/0665/LBC

- Listed building consent for the conversion of existing stable block office accommodation to two holiday lets
- Office at 37 Main Road Middleton Cheney OX17 2QT
- **The Parish Council had no comments on this application**

#### 2. WNS/2022/0664/FUL

- Conversion of existing stable block office accommodation to two holiday lets
- Office at 37 Main Road Middleton Cheney OX17 2QT
- **The Parish Council had no comments on this application**

### 22/1024 Community Wellbeing

The Parish Council discussed the situation for residents of the Parish who have, or may soon, take in one or more Ukrainian refugees. The Parish Council was disposed to fly a Ukrainian flag in support of both the people of Ukraine, and those residents who have organised or made donations, and offering their homes to those fleeing war. Since the Parish Council's flagpole is within the grounds of the village primary school, the Parish Council decided to approach the school for their thoughts on this before proceeding further.

Cllr. Youel explained the concept of Councillor Portfolios, and noted that these would be discussed and allocated at the AGM in May.

Cllr. Youel also noted the difficulties of accessing the existing job tracker used by the Parish Council, and offered to report back on alternative solutions.

The Parish Council noted problems of grass length, weeds, outstanding maintenance and vandalism at the village parks.

### 22/1025 Chair's Report

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.

### 22/1026 Resolution to approve Minutes of the previous meeting

Because a copy of the list of payments for authorisation for the March meeting was not available, the Council agreed to postpone the approval of the minutes of the March meeting until the May meeting.

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### **22/1027 Resolution to approve Authorisation of Payments**

The Parish Council resolved to approve the authorisation of payments.

### **22/1028 Grass Cutting Contract**

Cllr. Burgess had been in contact with the grass cutting contractor. He reported that the contractor did not wish to renew the contract when it expired, and was currently sub-contracting the work.

The Parish Council agreed to begin the work to put the grass cutting contract out to tender.

### **22/1029 Policy Review**

Cllr. Coughtrey had reviewed the Parish Council's GDPR and CCTV policies. He found no areas that needed amending or updating, except recommending that the policy on third-party access to CCTV footage should be reviewed by the Parish Council.

### **22/1030 Permissive Bridleway**

No contract has yet been received from the landowner for the Parish Council's consideration. Cllr. Burgess agreed to make contact again to discuss payment terms and contract details.

### **22/1031 Electric Vehicle Charging Points**

As no suitable sites have been identified that fit the criteria of car parking spaces always open to the public, it was agreed to re-visit this issues with a view to identifying other possible sites.

### **22/1032 VAS Update**

Cllr. Burgess updated the Parish Council about the arrangements needed before moving the VAS system to its next location in the village.

### **22/1033 Communications**

Cllr. Hoose presented a series of ideas and suggestions for how the Parish Council could better communicate with residents and others, using both electronic and online channels, and the use of notices and newsletters.

The Parish Council agreed that a reliance on electronic communication would exclude many members of the community, and that it would like to re-establish the Cheny Chatter newsletter if a volunteer could be found to coordinate its creation and publication. Cllr. Truman

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suggested that she might be able to carry out this task, with sufficient support from the other Councillors.

### **22/1034 Next Meeting**

- 9th May 2022 – Annual Parish Council General Meeting (AGM)
- 16th May 2022 – Monthly Meeting

### **22/1021 Co-option**

Cllrs. Solesbury-Timms and Youel submitted their written resignation to the Chair of the Parish Council, and each asked to be considered for co-option to one the two current vacancies.

The Parish Council resolved to co-opt Richard Solesbury-Timms and Alan Youel. Both signed the declaration of acceptance of office.

### **22/1035 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.

### **22/1035.1Item relating to Human Resources**

**Signed: M. Allen - Chairman**

### **Queries Regarding the Agenda**

If you have any queries regarding this Agenda, please contact the Clerk as follows:

- **Tel. No. 01295 713500**
- [clerk@middletoncheney.org.uk](mailto:clerk@middletoncheney.org.uk)

**Mobile Phones** Please ensure that any device is switched to silent operation or preferably switched off during the virtual meeting unless being used for the purpose of participation