



# MIDDLETON CHENEY

## Parish Council

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

### PARISH COUNCIL GENERAL MEETING

**Location: Parish Council Meeting Room**

**2<sup>nd</sup> August 2021**

#### MINUTES

**21/893 Resolution to approve apologies for absence**

- Cllr Stevens (T) - family commitments
- Cllr Barratt - family commitments

Proposed Cllr Youel, Seconded Cllr Harris, voted unanimous

**21/894 Members' declaration of interest in items on the Agenda**

- Cllr Youel declared an interest in Co-Option of Councillor
- Cllr Jones - Planning applications

**21/895 OPEN MEETING**

- TR – Planning applications
- AY – Planning applications and co-option
- S-AD – Planning applications and 21.897, 21.902, 21.901
- KS – Request for the Council – would like the Council to find a way to recognise the efforts made by the entire village during Covid : All Stitched Up, MC Covid 19 (now GNS) – would be nice for the Parish Council to find a way to acknowledge the contributions made and the village unity during the pandemic. Both Brackley and Banbury's contributors in those projects were commemorated During the first lockdown was heavily involved in delivery soup and phoning elderly residents – all said it would be nice to meet up physically as they were isolated before lockdown. Would like to do a regular coffee morning for the over 60's – would like to request the Council fund a tea party to kick it off. S-AD – discussion about a memorial bench last year to commemorate. The bench would have been to commemorate either NHS staff or keyworkers. Should be reconsidered – Richard Solesbury Timms was leading.
- **ACTION – connect with RST to get latest status on the bench.**

Chairman: Cllr. Mark Allen  
Vice Chairman: Cllr. S. Smith  
Clerk: 01295 713500, email - clerk@middletoncheney.org.uk

# MIDDLETON CHENEY

## Parish Council

- **ACTION – FWP to investigate grant funding to see what is possible. Bring back as an agenda item on a future meeting. Timing of tea party for September.**

### 21/896 Planning - Letters, Decisions and Applications Chair/All Councillors

#### 21/896.1

##### Applications:

WNS/2021/0931/MAO –Leather Lane. New development of 21 dwellings – outside the village boundaries. No infrastructure to support the application. Outline application for a development outside of the confines should not be submitted. Density is low. TR happy to support with the response to WNC. 2 resident committees on the estate would like to respond. Concern about traffic management. **Any residents who wish to comment should submit their concerns to the PC by August** **OBJECTION TO BE SUBMITTED**

WNS/2021/0991/TCA 10 Royal Oak Lane Middleton Cheney OX17 2LX – removal of crown on Magnolia Tree (conservation area) – **NO OBJECTION**

WNS/2021/0952/LDP 2 Michaelmas Close Middleton Cheney OX17 2GS Certificate of Lawful Development Proposed comprising of single storey rear extension **NO OBJECTION**

WNS/2021/1001/FUL Middleton Lodge Farmhouse Middleton Lodge Farm Astrop Road Middleton Cheney OX17 2BJ single storey garden room on the side of an agricultural barn **NO OBJECTION**

WNS/2021/1011/TCA Plainmoor House 5 Royal Oak Lane Middleton Cheney OX17 2LX T1 - Walnut - Reduce height by 3.0 -3.5m and shape 5% thin, T2 - T3 - Thuja Hedge - Reduce height by 5.0-6.0m, T4- Hawthorn- Fell **NO OBJECTION**

WNS/2021/0782/FUL - The Bungalow Scrap Metal Yard, Thorpe Road, Middleton Cheney – Demolition of existing Bungalow dwelling and creation of new 2 storey dwelling. **NO OBJECTION**

**ACTION: Cllr Allen to write to Mr Jarvis and planning authority and confirm that we had no objections from the meeting on 15<sup>th</sup> July.**

### 21/897 Review of Council Action Tracker Cllr. S Smith

- Progress on outstanding actions for Councillor and Clerk

### 21/898 Chairman's Report Chairman

- Signatories – Barclays Bank – Update – waiting for a call back from Barclays, as yet to receive anything from the bank. Consider opening another bank account.  
**ACTION – Cllr Allen to contact Barclays tomorrow to follow up and also to investigate alternative providers . Add to next meetings agenda.**
- Other matters arising – payments awaiting authorisation will be discussed at an extraordinary meeting on Wednesday. Minutes authorisation at 16 August.

# MIDDLETON CHENEY Parish Council

- 21/899**      **Proposal to change MCPC Standing Orders**      **Cllr Harris**
- Change the wording of the Standing Orders to confirm that electronic recordings of meetings will be stored for 2 years.
  - Proposed: Cllr Harris, Seconded Cllr Truman, voted unanimous
  - **ACTION - Cllr Harris to action**
- 21/900**      **Update on Portfolios**      **Councillors**
- FWP – met this week to agree urgent repairs to play areas. Extract of data from the finance systems is required. Proposing the way we pay staff by Standing Order monthly rather than by cheque  
HR – due a further meeting this week. Meeting with the Maintenance and Project Manager this week to arrange handover.
- 21/901**      **Advertisement of Councillor Vacancies**      **Cllr Smith**
- Electoral Services responded on the Stevens (T) vacancy. Has to be advertised. Stevens (K) has since resigned  
It was resolved to advertise the 2 vacancies with immediate effect  
Proposed: Cllr Smith, Seconded: Cllr Harris, unanimously agreed.  
**ACTION - Cllr Smith to issue the notice of vacancies with immediate effect.**
- 21/902**      **Co-option of new Councillor**      **Chair**
- Both candidates would be very welcome on the Parish Council. We are only able to co-opt one Councillor tonight.
- Discussion around the method of co-opting – whether by first come first served or via a vote.
- Thomas Rice co-opted by a vote.
- Proposal that Cllr Rice will sign his declaration of acceptance at the next meeting.
- 20/903**      **VAS Warning Signs**
- VAS system has been moved to the main road. Running one way, then will turn round to get data from the other direction.

# MIDDLETON CHENEY Parish Council

20/904

## Re-opening of Parish Council Offices

Cllr Youel

Risk assessment requires updating by Councillors.

**ACTION - Cllr Jones - Complete risk assessment for meeting rooms and public spaces and update guidelines for hiring**

**ACTION - HR Committee- Complete risk assessment for the office and issue voluntary guidance to be issued in line with WNC guidance.**

20/905

## CCTV Funding request from the PFA

Cllr Burgess

Defer until 6<sup>th</sup> September

**ACTION - Put on agenda for 6<sup>th</sup> September**

21/906

## Questions about the Clerk's Report

Councillors

Cllr Youel has not been furnished with any forms to complete

Cllr Truman - has completed all forms but some have gone missing in the office since completing them.

**ACTION - Cllr Allen to let Cllrs Truman and Youel know which forms need doing / redoing.**

21/907

## Next meeting:

6<sup>th</sup> September 2021 - Parish Council Meeting - 7.30 p.m.

## CLOSED MEETING

21/908

## HR

I Confirm these minutes are a true and accurate reflection of the meeting

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Mark Allen  
Chair

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Susannah Smith  
Councillor (Meeting Clerk)