



MIDDLETON CHENEY

Parish Council

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

PARISH COUNCIL GENERAL MEETING

20th December 2021

MINUTES

Venue: Middleton Cheney Parish Meeting Rooms

+

Zoom streamed facilities also used

Present: Cllr Mark Allen (Chairman), Cllr: John Coatsworth, Cllr. Peter Gliwitzki, Cllr. Richard Solesbury-Timms & Cllr. Alan Youel (Vice Chair)

+ Val Furniss (Clerk)

+

5 Members of the public

21/934 Resolution to approve apologies for absence

- To receive any apologies for absence from 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.
- Apologies had been accepted for Cllr. Kristian Burgess due to a medical condition - Flu - Covid Negative.

Apologies had not been received from:

- o Cllr. T. Rice
- **Proposed:** Cllr. M. Allen **Seconded:** Cllr. R. Solesbury Timms

21/935 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
 - o Members had no pecuniary interests on items under consideration of the Agenda other than Cllr. Youel who declared an interest on planning application WNS/2021/1923/FUL - 16 Ashlade, Middleton Cheney - Neighbour - Due to length of the Agenda it was decided by Cllrs to omit discussing Agenda items that could wait until the next meeting in January.

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21/936

OPEN MEETING

- An opportunity for individuals to raise any items concerning the Parish
 - o 2 members of the public attending the meeting related to Agenda item: WNS/2021/1992/LBC – Planning Application.
 - o 2 members of the public attended relating to Agenda item 21/240 Sealed Knot.

21/937

Planning - Letters, Decisions and Applications Chair/Cllrs/Clerk

- **WNS/2021/1992/LBC** - Springfield House Glovers Lane
 - Listed Building Consent for conversion of existing barn structure to create ancillary workshop and associated works, off road parking, demolition of rear and side extensions, erection of rear lean-to extension and diversion of public footpath.
 - o Cllrs had no objections or comments to make relating to the application other than they would want neighbours' views taken into account and they would leave the decision relating to the public footpath to the discretion of the Planning Authority.
- **WNS/2021/2053/TCA** - All Saints Church, Church Lane
 - Works to trees as per the schedule of works
 - o **For Info only.**
- **WNS/2021/1923/FUL** - 16 Ashlade, Middleton Cheney OX17 2PU
 - Replace existing porch.
 - o Cllrs had no objections or comments to make relating to the application other than they would want neighbours' views taken into account

21/938

Queen's Jubilee - June 2022

Clerk

- Update
- Allocation of MOM Budget
- Greatworth Methodist Church - Food Bank Donation

Agenda item moved to January Meeting

21/939

Playing Fields (PFA) - Astrop Road Cllr. K. Burgess

Clerk: 01295 713500 - Email: clerk@middletoncheney.org.uk

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- Parish Council membership
 - As Cllr Burgess was not present there was no further update at present.

21/940

Sealed Knot/Presentation Middleton Cheney Cllr. R. Solesbury Timms Nick Proudman, Commanding Officer

- Presentation given on activities of the Sealed Knot i.e. promoting historical events - educating school children and activities they participate in.
- Would like to commemorate the Battle of Middleton Cheney next year and dedication of the plaque for the 44 soldiers buried. The Parish Council contributed to the plaque. Member of the Sealed Knot no longer alive but his vision to be taken forward.
- Would like to put proposals to Council - financial and location.
- It was agreed that they would provide the Parish Council with requirements covering all aspects including suggested location and use of fields required.

21/941

Burgess/Clerk

Community Wellbeing

Cllr

- Support in the Community - Update
- Help required for residents - volunteer/cost
- Grit Bins - Winter supply
- VAS - Move - 9wks - Main Road
- County Lines - Police Report
- Cheney Chatter - Way Forward?
 - In Cllr. Burgess' absence the Clerk stated: Work in progress covering future requirements
 - Resident attending confirmed the Grit Bins had been reviewed and no further action required.

Agenda item moved to January Meeting

21/942

Chairman

Chairman's Report

- Village Issues raised with the Chairman
- Environment issues - PC's involvement
- Safety Issues - PC's Involvement
- Social Media - Communication/Agreement before Issue

The Chairman had no specific comments to make other than he would liaise with the Clerk/Cllrs relating to virtual meetings and location going forward.

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21/943
Chair/Cllrs

Resolution to approve Minutes of previous meeting

- o **15th November 2021**
- **Approved: Proposed:** Cllr. J. Coatsworth
- **Seconded:** Cllr. R. Solesbury Timms
- **Unanimously approved.**

21/944
Chair/Clerk

Authorisation of Payments - November

- To be ratified
 - o Payments were reviewed and ratified.
 - o Proposed: Cllr. John Coatesworth
 - o Seconded: Cllr. Richard Solesbury Timms
 - o Barclays Bank - Signatories - Mandate Forms - Update
 - Work in progress - Cllr Allen said he would call Barclays to confirm progress and to confirm signatories

21/945

Co-option - Future Cllrs - Way Forward Chair/Cllrs/Clerk

- Update on meeting - 13th December 2021
 - o CEO of NCALC - Danny Moody attended and explained to those attending what is required to be a Parish Councillor.

21/946

Middleton Cheney's Fire Engine Solesbury-Timms

Cllr. R.

Update - Cllr. Youel pointed to a picture of the Fire Engine when asked what did it look like and did it have any historical features.

Agenda item moved to January Meeting

21/947
Clerk/Cllrs

Clerk/RFO Report

- Neighbourhood Plan - Update
- Play Areas - Vandalism
- Parish Path Wardens - Closing Date was 30th June 2021 - Cllr involvement?
- Work required in the village - Maintenance Role - Recruitment
- Defibs in the village
- Rialtas - 3yr Contract - Year End Closedown 2022/23/24
- Northamptonshire Hearing Advisory Service - Update

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- E-on - Npower Business Solutions – Move - £54K (193 Lamps)
- Working from Home – Home Working Allowance
- List of Documents & Contracts – Response required from Cllrs
- Yew Tree Close – Fence Repair on Green
- Protocol for Death of a member of Royal Family
- Nethercots – Commercial Development – asking for help from PC
- Vegetation – leaves – Residents' concerns re:collection
- Pharmacy – Litter and Dog Waste Bins
- Govts Plan B – Covid – Masks & Remote Working

Moved to January meeting. Cllr. Youel was thanked for his commitment over many years to the 2 Defibs in the village – 1 at the Chemist and 1 at A.R.Mills.

Yew Tree Close fence repair was also discussed and approval for work to be carried out – Contractors to be contacted.

- 21/947 Clerk/RFO Report (Continued) Clerk/Cllrs.**
Cllr. Youel reminded council of previous decision 21/859 relating to Clerk's Report i.e. written and not relayed at a meeting. The Clerk responded that she had not been consulted on whether this would be appropriate – resident attending also had concerns as things can change on a daily/hourly basis especially as there is now only 1 meeting a month.

- 21/948 Permissive Bridleways 2021 - Update Clerk/Cllrs**

- Legal Agreement
- Currently ends July 31st 2022
- 2021/22 Payment made

Landowner has received payment and now his legal representatives are looking at future requirements.

Agenda item moved to January Meeting

- 21/949 Engagement with Residents/Highways/Enforcement Clerk/Cllrs**

- Fence Dispute – way forward.
 - o Progress matters based on agreement of 50/50 split for repairs.
 - o Clerk to confirm with residents before work carried out.

- 21/950 Review of Recruitment Procedures M. Allen Cllr.**

- **Work in progress - review taking place.**

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- 21/951 Royal British Legion - Update** **Cllr. R. Solesbury-Timms**
- Agenda item moved to January Meeting**
- 21/952 Finance Working Party** **Chair of FWP/Cllr P. Gliwitzki**
- Review of existing Contracts
 - Inflation needs to be addressed
 - Dog Litter Bins - Maintenance - Ongoing
 - Proposal to adopt RBS Asset Register software at a cost of £340.25 off set by saving in data entry of £2,400 p.a. - approval required - Voted on and unanimously agreed
 - Draft Budget - discussion and approval - following discussion a couple of figures were amended. Agreed to re-issue and publish as a draft on the website for comment. Approval sought at January's meeting.
 - Precept proposal for resolution
- 21/953 VAS Warning Signs - Update** **Cllr Burgess/Clerk**
- Clerk to liaise with Cllr Burgess to have VAS moved.
- 21/954 Membership of HR Committee** **Chair HR/Cllrs**
- Request for a review on membership
 - HR Committee Statement - Progress since last meeting
 - Appeals - Cllr/s should be seen as open minded.
- The HR Committee have been extremely proactive and are very pleased with progress thus far. Within 1 month of formation and following the first full MCPC meeting of the new council, the HR Committee has met 3 times. We have investigated, resolved, and responded to a resident complaint, as well as discussing 2 other complaints which require no further action at this time. We have also begun discussion and set in motion the process to hear an employee grievance. A subject access request has also been received which is being processed.
- 21/955 Data Management, Cloud storage and Document**
Chairman version control
- Discussion & action
 - o Work in Progress - move to January meeting
- 21/956 Next meeting**

MIDDLETON CHENEY

Parish Council

- **17th January 2022 - Parish Council General Meeting**
(Date/Venue to be confirmed)

21/957 **CLOSED MEETING**

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.

21/957.1 - HR

Signed: **V. Furniss - Clerk/RFO**

Cllrs were issued with the Protocol for marking the death of a member of the Royal Family and it was explained to those attending that the document is classified as "Official Sensitive".

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

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