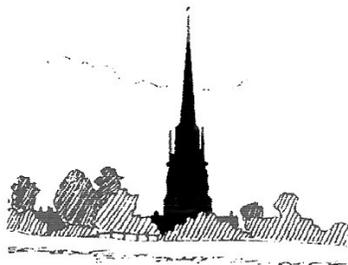


MIDDLETON CHENEY

Parish Council



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

PARISH COUNCIL GENERAL MEETING

15th November 2021

MINUTES

Venue Middleton Cheney Parish Meeting Rooms

Present Cllr. M. Allen (Chairman), Cllr. K. Burgess

Cllr. R. Breese (WNC) & Danny Moody (CEO NCALC)

Appointed Cllrs under Section 91 of Local Govt. Act 1972 :
Cllrs: John Coatsworth/Peter Gliwitzki/Richard Solesbury Timms
& Alan Youel

Together with the 3 existing Cllrs Allen, Burgess and Rice, this takes the total number of Cllrs to seven and allows the Parish Council to make legal decisions again.

Members of the Public: 6
Furniss

Clerk: Mrs Valerie

21/925 Welcome and opening statement from the Chair, Cllr. M. Allen

Cllr. Allen thanked those attending for their continued interest in the village and community events. By attending residents can raise any concerns, thoughts and ideas they may have about how the Parish Council can continue to nurture the unique ambience, surroundings and spirit of the village moving forward. He hoped with the new Council we can now start the process of working together to make Middleton Cheney an even better place to live, work and grow up by sharing ideas.

21/926 Resolution to approve apologies for absence

- To receive any apologies for absence from the meeting. Members who cannot attend a meeting are required to tender their apologies **in writing** to the Parish Clerk **prior to the meeting** - Section 85(1) of the Local Government Act 1972.

Apologies had not been received from:

- o Cllr. T. Rice
- **Proposed:** Cllr. M. Allen **Seconded:** Cllr. K. Burgess

MIDDLETON CHENEY

Parish Council

21/927 To note, and receive any questions on the appointment of four members of the Council under Section 91 of the Local Government Act 1972.

- The Monitoring Officer at West Northants has used delegated powers Under Section 91 of the Local Government Act 1972 to appoint the following Councillors to serve on Middleton Cheney Parish Council:
 - o John Coatsworth
 - o Peter Gliwitzki
 - o Richard Solesbury-Timms
 - o Alan Youel
- Attendees at the meeting, including members of the public and press were welcome to ask questions. No comments/questions were raised

21/928 To elect a Vice Chairman of the Council

Councillors attending were asked if they would like to be considered for the appointment and if so to give reasons why they should be appointed.

- Both Cllr. Youel and Cllr Richard Solesbury Timms indicated they would like to be considered and gave presentations and members attending asked questions.

It was resolved, following a vote that Cllr. Alan Youel be elected as Vice Chairperson for the balance of the year 2021/22 -

- Proposed by Cllr. M. Allen, Seconded by Cllr. K. Burgess and unanimously agreed.

21/929 Members' declaration of interest in items on the Agenda

- Members were 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

21/930 To receive and approve for signature Minutes of Council Meetings held on:

- 5th July 2021 - Full Council Meeting
- 20th July 2021 - Extraordinary Meeting
- 2nd August 2021 - Full Council Meeting
- 16th August 2021 - Planning and General Meeting

It was noted by those attending only 2 Cllrs namely Cllr. Mark Allen and Cllr Kristian Burgess had attended these meetings. However, it was explained to Cllrs by Danny Moody that it was permissible and

MIDDLETON CHENEY

Parish Council

reasonable for Cllrs to approve the circulated minutes. Proposed: Cllr. J. Coatsworth – Seconded: Cllr. K. Burgess

Therefore, it was resolved that the Chairman could sign as a correct record and file appropriately.

21/931 Open Meeting – Public Participation:

An opportunity for attendees to raise any items concerning the Parish.

Members of the public made representations on:

- **Ongoing concerns regarding the Council’s governance**
 - **Opportunities to join the Council to fill the remaining vacancies**
 - **Request to engage with the Queen’s Green Canopy project”**
- o **In addition, a resident attending read a report recently prepared relating to the Chair’s position/role & Social Media.**

The main rules of law governing the role of the Chair of a Parish Council are set out in the Local Govt. Act 1972 covering:

- Duty
- Responsibility
- Correspondence on Social Media – felt to be biased
- Employee Issues not dealt with
- Correspondence to the Chair not being answered
- Transparency being questioned

The report read by the resident stated residents had ‘No confidence in the Chair’ and for Trust to be restored the Chair should consider resigning.

- **Cllr Allen listened and responded saying:**
 - o **He would not resign**
 - o **Comments noted**

21/932 To agree the frequency and schedule of meetings for the remainder of the financial year.

- Frequency currently twice a month – first and third Monday but proving difficult for Cllrs with work commitments.
- Cllr. Youel explained it had been moved to twice a month relating to increased Planning Applications and associated topics.

Resolved to meet once a month – third Monday of the Month

MIDDLETON CHENEY

Parish Council

Proposed: Cllr. P. Gliwitzki
Burgess

Seconded: Cllr. K.

- o Unanimously agreed.

21/933

To receive and decide upon a proposal for filling vacancies on Middleton Cheney Parish Council

- Proposal presented to Council for decision
- Council is legally obliged to fill vacancies “as soon as reasonably practicable” following proper process.
- Agreed to fill the vacancies at the first meeting 17th January 2022 from a pool of candidate drawn from across the community - all eligible residents following advert.
- Recruitment evening to be arranged during December with NCALC representative
- Council agreed to add an Agenda item for co-option to the January meeting
- Clerk confirmed she had received 9 applications for co-option and was concerned at length of time that the applications had not been dealt with by Council. She was also concerned that some may change their minds due to not being considered since applying.
- Cllr Youel felt more clarity relating to the proposal needed

21/934

Financial Administration

- Bank Reconciliations to date
- Schedule of Payments - Authorisation of Payments
- Schedule of Receipts
- Bank Signatories and appointment new ones
- Approval of invoices for payment
- Draft Budget and Precept Setting
- External Auditors Report

The Clerk had issued prior to the meeting information regarding the above for Cllr information.

It was agreed to have a Finance Working Group meeting to review to discuss and gain a better understanding of financial matters relating to the information already circulated.

Meeting date scheduled for Monday, 22nd November 2021.

The External Audit was still being reviewed by PKF Littlejohn and waiting their final review. An Interim Report has been received and has been posted on the Website. No specific issues raised.

MIDDLETON CHENEY

Parish Council

Cllr. K. Burgess agreed to be a signatory going forward

21/935 Planning - Letters, Decisions and Applications Determined by Local Planning Authority

- The Chair had circulated a schedule detailing Planning Applications received since 1st June 2021
- The Clerk has responded to West Northants Planning Team explaining Parish Council not quorate and therefore no decisions have been taken. However, Planning Officers have been asked to take into account residents/neighbour concerns as normal.
- Meeting scheduled for Monday, 22nd November 2021

21/936 To appoint members to the HR Committee to take its membership to four and to note its terms of reference.

It was resolved to appoint the following Cllrs to this Committee:

- Cllrs. M. Allen, K. Burgess, A. Youel & P. Gliwitzki

Proposed: Cllr. Allen Seconded: Cllr. K. Burgess

- Unanimously agreed.

Meeting scheduled for Monday, 22nd November 2021 - combined meeting with the Finance Working Group.

21/937 To appoint members to the Finance Working Party to take its membership to three

Resolved: Members appointed: Cllr. A. Youel, Cllr. K. Burgess
Meeting scheduled for Monday, 22nd November 2021.

21/938 Next Meetings

As stated in Agenda item: 21/936/935:

It was resolved that Meetings of the Parish Council until further notice will take place on the 3rd Monday of the Month, as follows:

- 20th December
- 17th January 2022
- 21 February 2022
- 21st March 2022
- 18th April 2022

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

Dated: 16th November 2021

MIDDLETON CHENEY

Parish Council

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.