

# Middleton Stoney Parish Council

Minutes of the Parish Council meeting held on Thursday 2<sup>nd</sup> March 2023 at 7.30 pm in Middleton Stoney Village Hall

**Present:** Cllrs: Jonathan Rees (Chairman), Rachel Makari (Vice Chair), Andrew Fulljames, Bill Champion, Al Grenfell, Juliet Cornford, Jo Dunne

**In attendance:** Sarah Kearney (Parish Clerk)

**Residents:** 0

**Apologies:** None

1. **To receive and accept apologies for absence** – receive apologies (Clerk)  
**There were no Councillor’s apologies.**

2. **To Confirm the Minutes of the Parish Council Meeting held on 17<sup>th</sup> January 2023, previously circulated**  
The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting.

3. **To record Members’ Declarations of Interest Regarding the Agenda Items**  
**Nothing was declared.**

4. **To Receive a Report from the District/County Councillor**  
**No update**

5. **Update on progress from the Minutes – The Clerk/Chairman will report on the progress of outstanding items which do not require a further decision.**  
**No Update – items covered in Minutes.**

## 6. Governance

6.1 **Elections – The clerk reported:** that the May Parish Council meeting has to be completed 14 days after the Elections so any time after the 9<sup>th</sup> of May.  
The Councillors **RESOLVED** and agreed that the May meeting will be held on Thursday 11<sup>th</sup> of May alongside the Annual Parish Council meeting.  
**The Annual Parish Council meeting** will start at 6.30 pm.  
**The Full Parish Council meeting** will start at 7.30 pm.  
**The Chair Reported:** 2 Councillors have confirmed that they will be standing down. It was suggested that Councillors could speak to residents to find out if anyone would be interested in becoming a Councillor. Cllr Makari said that she would advertise this on the Village WhatsApp group regarding the vacancies for Councillors. The Clerk advised that she also put a message on the Website.

6.2 **Meeting Dates 2023** – to agree on dates.  
The Clerk previously circulated a list of suggested dates for the Full Parish Council Meeting for 2023. The Council unanimously **RESOLVED** and agreed to all dates for 2023.

## 7. Finance

7.1 **Financial Report** – Clerk Reported:

Current Account -	£	0.00
Deposit Account -	£18,653.93	
Nationwide Account	£10,295.92	
<b>Total amount</b>	<b><u>£28,949.85</u></b>	

**March payments:** **£2,332.04**

**Income Received:**  
**Total amount** **£0.00**

**7.2 Invoices for payment 2<sup>nd</sup> March 2023**

	Cheque No	Payee and reason	Budget Item	Minutes Ref:	Amount	Powers
1	DD	EE Limited	Contingencies	Ref: 01/23	£12.38	
2	DD	BT Group	Contingencies	Ref: 01/23	£31.94	
3	100793	Ron Varney - Grass Cutting	Grass Cutting	Ref: 01/23	£216.00	
4	100001	OALC - Membership Subscription	Subscription	Ref: 01/23	£156.00	
5	100002	Juliet Cornford - Expenses	Expenses	Ref: 01/23	£27.41	
6	100003	Adrian Miles - Work on Play Area, Church Benches	Play Maintenance	Ref: 01/23	£1,888.31	
<b>Total:</b>					<b>£2,332.04</b>	

The Council unanimously **RESOLVED** and agreed to all March payments.

**7.3 Budget Monitoring Review – The Clerk reported:** a budget sheet has been set up which will be presented at every meeting to show the Councillors details of expenditures and to see whether the Council is staying within the set budget. The budget sheet also indicates the Council is overspending against precept income but not when you take into consideration the Lottery Funding which was received.

The Clerk and Councillors agreed on each budget item along with changes to the item headings. It was also suggested that Lottery Funding was broken down further so Councillors could better understand the remaining money and spend to date.

**(Action Clerk: to set up a Funding Sheet for the Lottery funding)**

**7.4 Internal Auditor** – The Clerk asked the Council to consider using Elaine Anstee as the Internal Auditor. The Council unanimously **RESOLVED** and agreed for Elaine Anstee to complete the Internal Audit for Middleton Stoney.

**7.5 Changing Banks** – The Clerk suggested to the Council that it might be an idea to change bank accounts from Barclays to Lloyds Bank due to the recent problems experienced with Barclays Bank when trying to set up authorisations, changing address from old to the new Clerk, and not receiving regular bank statements which have caused problems with monitoring the account.

The Council unanimously **RESOLVED** and agreed to change banks from Barclays to Lloyds Bank but would like to see how Wendlebury Parish Council changeover goes before they proceed.

**7.6 Salaries Payroll** – The Clerk suggested returning to TP Jones for future payroll requirements.

The Council unanimously **RESOLVED** and agreed to return to using TP Jones for future Payroll requirements and to cancel the existing company moving forward

**8. Highways**

**8.1 Speed Signs – Cllr Rees reported:** Dave Catling from OCC has confirmed that the Speed Signs will be delivered and installed at the beginning of April 2023.

**8.2 S106 Funding – Cllr Rees reported:** Middleton Stoney should be receiving the following:

£84,000 overall from S106 money for traffic calming

£22,000 has been allocated for the Speed Signs

£62,000 remaining funds

Bus Gate is still being discussed and £50,000 has been allocated for this project. If this doesn't go ahead, then Middleton Stoney will have £50,000 additional to add to the above figure of £62,000.

A meeting on the bus gate or alternative had happened last week, unfortunately, Middleton Stoney wasn't invited because they had the wrong email address although Martin Lipson from CDC has sent the minutes to the Chair. The next meeting will now be held after the Elections.

**8.3 250 Bus Route – Cllr Markari/Cllr Cornford Reported:** The 250-bus service has now been discontinued and has been replaced with the Red Rose Bus group. The route for this bus service is presently from Heyford, Bicester Town Centre, Bicester Village Train Station, and back. Residents would like to see a service that could still take them to Oxford from Middleton Stoney. This bus service is only temporary for 6 months.

**8.4 Meeting with Dave Catling from OCC – Chair Reported:** The meeting with Dave Catling on Friday 24<sup>th</sup> February was very constructive and several options of traffic calming options were discussed. Dave Catling will be reporting back on what options will be more beneficial for Middleton Stoney, but in the meantime, he has also sent out a list of different road traffic calming options for consideration. This list was circulated by the clerk prior to the meeting.

**Road Calming Options which were discussed:**

- 20 Limit speed Signs – this application has been submitted to OCC already, but this will not be actioned until 2024 as OCC has a backlog of applications to work through.
- Lorries turning left from Ardley Road to Bicester Road – consultations will have to be completed and signage shouldn't be too costly.
- On the four entrances to the crossroad, looking at installing build-outs – something like Kirtlington has already.

- It was suggested to look at moving the traffic lights further back along the B430, but this might cause problems for residents to access this road from their properties as well as Turney's.
- Footpaths it was suggested to make them wider for residents.
- HGV's going through the Village to Warehouse at Howes Lane Junction, the councillors agree that the Parish Council should write to Cllr Corkin about such movements Breached Routing agreement.

**(ACTION: The Clerk is to email Dave Catling for his recommendations from the meeting on 24<sup>th</sup> February)**  
**(ACTION: Chair to write to Cllr Corkin regarding the HGV's going through the village to Warehouse)**

## 9. Parish Matters

- 9.1 Village Hall – Cllr Cornford reported:** Grant application has been submitted. Acres have replied and confirmed they will only fund 20% of the work and will only consider applications where the applicant is prepared to pay the remaining amount for the application project.  
Cllr Cornford stated that this grant funding wasn't viable as the Parish Council doesn't have the funds for the remaining amount which will be required.  
**ACTION: Cllr Cornford to arrange for electricians to quote for the electrical works for the Village Hall**
- 9.1a Quotes for Electrics** – Cllr Cornford to pursue two quotes  
**9.1b Grant Application** – application has been submitted  
**9.1c Grant from Cllr Ian Corkin** – County Councillor grant funding isn't available until April 2023  
**9.1d Overlap on Insurance** – **(ACTION: Clerk to ring Gallagher Insurance to see how long we are tied into this insurance agreement)**
- 9.2 Village Plan** – update
- 9.2a Parish Council Achievements – Cllr Markari reported:** Achievement list has been created and circulated to all Councillors for their comments  
**(ACTION: Cllr Markari to send the achievement list again to Councillors to see whether anything else needs adding)**
- 9.3 Middleton Park – Chair reported:** Agreement has been reached with owners of Middleton Park that a pedestrian gate is installed with an electronic timer and it has been agreed that the gates will be open to the public during these hours.  
**Winter Period** – 7.00 am to 8.00 pm.  
**Summer Period** – 7.00 am to 9.030 pm.  
It was agreed that much better information on the gate and to residents. A formal agreement will be signed by Chair and Middleton Park.
- 9.4 Lottery Funding Project** – Cllr Cornford asked whether the money could be submitted onto a spreadsheet, so it shows what has been spent and what is remaining.  
**ACTION: Clerk to set up a spreadsheet**
- 9.5 Kings Coronation – Chair reported:** CDC has Funding that is available for this event, which the Parish Council needs to apply for. It was provisionally agreed that the Parish Council will organise the following events to celebrate the King's Coronation.
- **Friday – 5<sup>TH</sup> May**  
Drinks at the Village Hall in the evening
  - **Saturday – 6<sup>th</sup> May**  
Livestream of the King's Coronation on the Saturday in the Village Hall  
Refreshments with afternoon tea
  - **Sunday – 7<sup>th</sup> May**  
Church service
- Cllr Cornford and Cllr Dunne have offered to organise these events in due course, this will be advertised to all residents.
- 9.6 Middleton Stoney – Spring Clean – Chair reported:** that CDC has contacted all the Parish Councils asking whether they would like to take part in cleaning up litter between the 24<sup>th</sup> of March and 17<sup>th</sup> of April. It was suggested by the Councillors it would be a good idea to complete the cleaning on the same day as the Middleton Church clean up in the cemetery.  
The Council unanimously **RESOLVED** and agreed to the Spring Clean to take place on 25<sup>th</sup> March 2023  
**ACTION: The Clerk is to fill out the forms and send them back to CDC**  
**ACTION: Cllr Rees to notify residents on the village WhatsApp group**

## 10. Planning - To consider all recent Applications received from Cherwell District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting.

- 10.1 Local Plan 2040** – No update until after the Elections  
**10.2 OXSRFI** – no update

**New - Planning Applications – to note:**

- 10.3 23/00214/REM** – Cala Homes, Proposed Himley Village Northwest Bicester, Middleton Stoney Road, Bicester – **Reserved Matters Application pursuant to Outline planning permission 14/02121/OUT for infrastructure comprising two junctions to providing vehicular and pedestrian access into the site from Middleton Stoney Road and two initial sections of internal road.**
- 10.4 23/00299/MA56** - Restaurant At, Rigoletto, Bicester Road, Middleton Stoney, OX25 4TD -**Conversion of the former restaurant (Class E(b)) into a single residential dwelling (Class C3). the building’s existing layout will remain, with existing rooms repurposed for residential use**

**Pending – Planning Application – to note:**

**Decision – Planning Application – to note:**

- 10.6 22/03867/F** – 13, Park Close, Middleton Stoney, OX25 4AS, **Garage Conversion – Planning application has been approved.**

**11. Correspondence** – to note correspondence received not otherwise on the agenda were decisions are not required.

- **Communication to Residents** – Village WhatsApp group Cllr Markari to complete the following items.  
Flag – somebody oversees maintenance.  
Coronation details  
Spring Clean
- **Kings Coronation** – Funding
- **Annual Emergency Planning Unit Town and Parish Survey 2023 – 1<sup>st</sup> April**
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**Items for information or next Agenda only** – all items for the next agenda are to be submitted to the Clerk by 21 April 2023

**DATE OF NEXT MEETING** – 11<sup>th</sup> May 2023 at 7.30 pm following Annual Parish Council Meeting at 6.30 pm - Village Hall

**The meeting closed at 9.08 pm.**

Signed ..... Dated .....