

# Middleton Stoney Parish Council

Minutes of the Parish Council meeting held on Thursday 13th July 2023 at 7.30pm in Middleton Stoney Village Hall

**Present:** Cllrs: Jonathan Rees (Chair), Rachel Makari (Vice Chair), Andrew Fulljames, Al Grenfell, Juliet Cornford

**In attendance:** Sarah Kearney (Parish Clerk), District Councillor Nigel Simpson

**Residents:** 0

**Apologies:** Cllr James Dunne

1. **To receive and accept apologies for absence** – receive apologies (Clerk)  
The Council accepted Cllr Dunne’s apologies.

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

3. **To Confirm the Minutes of the Parish Council Meeting held on 2<sup>nd</sup> March 2023 and 11<sup>th</sup> May 2023 previously circulated**

The Council **RESOLVED** that the minutes from the meeting on 2nd March and 11<sup>th</sup> May 2023 be accepted as a true record and were signed by the Chairman.

4. **To Receive a Report from the District/County Councillor**

Middleton Parish Councillors welcomed District Councillor Nigel Simpson to the Parish Council meeting and introduced themselves. Councillor Nigel Simpson then explained his background.

**Country Councillor for Oxfordshire County Council covering**

1. **People** – Birth/ Death, education, Adults, and social care (Cllr Simpson is on this committee)
2. **Place** – Looks at the whole county, growth which checks everything operating correctly.
3. **Performance** - Corporate services, and reviews council roles

**District Councillor for Cherwell District Council covering**

Sports and recreational activities and facilities.

**Report from District Councillor Nigel Simpson – please click link <https://middletonstoney.com/wp-content/uploads/2023/07/July-2023-Councillor-report.pdf>**

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.**

5.1 **End-of-Year Accounts** – Completed and sent back to External Auditors Moores

5.2 **King Coronation** – Sent copies of receipts to the CDC to provide proof of how the CDC funding was sent on the King Coronation

6. **Governance**

6.1 **Policies**

6.1a **Reserve’s Policy** – to consider and agree

6.1b **Website Policy** – to consider and agree, also to agree on updating Middleton Stoney Website

The Council unanimously **RESOLVED** and agreed to adopt the above policies and to go ahead and update the Website. It was hoped to do this before September.

6.2 **Meeting Dates for 2024** – to consider and agree

The Council unanimously **RESOLVED** and agreed to the meeting dates for 2024

7. **Finance** – Clerk to report

7.1 **Financial Report** – Clerk Reported:

As of 11<sup>th</sup> May 2023, the Accounts stood at:

Current Account -	£	0.00
Deposit Account -	£13,913.98	
Nationwide Account	£10,466.00	
<b>Total amount</b>	<b><u>£24,379.98</u></b>	

**July payments: £1,920.47**

**Income Received:**

**Total amount £3,255.00** – first half of Precept

- 7.2 **Invoices for payment** – to consider invoices for payment itemised and the payment schedule sheet  
The Council unanimously **RESOLVED** and agreed to Financial Report and July Payments.
- 7.3 **Changing Banks** – update  
The Clerk, Cllr Rees, Cllr Makari, and Cllr Fulljames to fill out the paperwork. Once completed the Clerk will take to Lloyds Bank for paperwork to be scanned and sent to Lloyds Bank head office to start the process. Lloyds informed the Clerk that funds will need to be manually transferred from Barclays to the new account once it's open.
- 7.4 **Reconciliation of Accounts** – agree with bank statement – to be signed by Chair and Vice-Chair.  
**Clerk reported:** Due to not receiving bank statements from Barclays, we cannot complete this process for the current month.
- 7.5 **Budget Monitoring Review** – update for 2022/23 (circulated prior to the meeting)  
**Clerk reported:** At every meeting, all councillors will receive a budget monitoring sheet explaining overspends and underspends on expenditure and what income has been received.
- 7.6 **Finance Spreadsheet** – to consider and agree on headings  
**Clerk reported:** The clerk had created a spreadsheet for Middleton Stoney Financial Accounts, which tracks spending, aids in year-end accounts, and budgeting for 2024/25.  
The Council unanimously **RESOLVED** and agreed they were happy with the Financial Package plus the Headings.
- 7.7 **Internal Audit Action Plan** – to consider and agree  
**Clerk reported:** At the last meeting, all councillors received a copy of the Internal Audit. The Clerk has now reviewed the Audit and created an Action Plan, which needs to be completed throughout the year in preparation for next year's Audit.

**8. Highways**

- 8.1 **Speed Signs – Cllr Rees reported:** The Speed Signs have been installed and are working well. However, paperwork needs to be transferred to Middleton Stoney as their asset, but paperwork from OCC is still pending. The clerk reported that Dave Catling will sort out the paperwork once he returns from his annual leave.  
**ACTION: The clerk is to contact Dave Catling regarding the agreement.**
- 8.2 **S106 Funding** – Cllr Grenfell tabled a draft transport strategy and invited comments from Councillors by email, residents would then be consulted. After a good discussion with Cllr Simpson on the transport issues affecting the village, it was agreed to arrange a meeting with Dave Catling, Cllr Rees, Cllr Grenfell and Cllr Simpson to start to work through the list of Traffic Calming which is required from Middleton Stoney with the S106 funding which is available. It was hoped this could be done before the September PC meeting.  
**ACTION: The Clerk to arrange a meeting with OCC, Cllrs from Middleton Stoney and Cllr Nigel Simpson to discuss a plan of action**
- 8.3 **250 Bus Route – Cllr Makari/Cllr Cornford Reported:** No update

**9. Parish Matters**

- 9.1 **Village Hall – Cllr Cornford reported:**
  - 9.1a **Quotes for Electrics – Cllr Dunne reported:** that he was still awaiting the report of the Village Hall Electrical Inspection, but significant remedial work was likely to be necessary.
  - 9.1b **Grant Application – Cllr Cornford reported:** An application for new playground equipment has been completed and sent back to Valencia. It was suggested to source other grants from different companies since this grant will not cover the cost of all the new play equipment we would like.

- 9.1c **Grant from Cllr Ian Corkin** – Priority funding has been released. The Clerk confirmed sending an email to Cllr Ian Corkin to inquire about allocating funds for the Village Hall, Front Tarmac resurfacing and window painting. **ACTION: Clerk to chase Cllr Ian Corkin for replay**
- 9.1d **Parish Insurance – Clerk report:** Renewed with Gallagher Insurance for another year. The Council unanimously **RESOLVED** and agreed for the Insurance to be renewed for another year. Also invited Clerk to consider any overlap with Village Hall Committee insurance, and whether there was merit in different Parishes working together to get better rates.
- 9.2 **Village Plan** – update  
The draft of the Village Plan will be ready by the end of August in preparation for the September meeting.
- 9.3 **Middleton Park – Chair reported:**  
**Cllr Rees – reported:** The contract has been signed and handed over to the Clerk for safekeeping. Some of the Councillors mentioned issues with the Front Gates not opening correctly. The Chair reported that Nick Davenport was aware and was investigating the matter.
- 9.4 **Lottery Funding Project – Cllr Cornford reported:** It was confirmed that £1,293.96 was left in the Lottery spend. The Councillors discussed how the last amount of money to be spent on:  
1. Tablecloths  
2. Film Licence  
3. Money towards taster fitness classes  
The Council unanimously **RESOLVED** and agreed to the last amount of money to be spent on these items.  
Cllr Cornford also presented to the Council a video on how the money was spent and asked for this to be put on the Website.
- 9.6 **Footpath to Church** – to consider and agree on an agreement  
The Council unanimously **RESOLVED** and agreed to the Footpath agreement which OCC had put together, still waiting on the Appendix. **ACTION: Clerk to chase the Appendix**

**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** – Hopefully will receive a draft by Mid September
- 10.2 **OXSFI** – no update
- 10.3 **Smith's Application** – Appeal set for September require further details on Minerals & Waste Local Plan  
**ACTION: The clerk to follow up with Mary Hudson (OCC) to find out when OCC Committee will consider and officers' recommendation and report back.**
- 10.4 Mid Cherwell Neighbourhood Plan – meeting on 26<sup>th</sup> July which Cllr Rees will be attending

**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.**

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

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

- 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**
- 10.5 **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.

- **Kings Coronation** – Funding
- **CDC Parish Liaison Meeting** – 14<sup>th</sup> June 2023
- **OALC** – Training
- **OCC – Eleanor Hazlewood** – Application to Record Footpath to Church – need to respond back in 28 days – circulated prior to meeting.

**Items for information or next Agenda only** – all items for the next agenda are to be submitted to the Clerk by 1st September 2023

**DATE OF NEXT MEETING** – TBC

**The meeting closed at 9.38 pm.**

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