

# Middleton Stoney Parish Council

**To Members of the Council:** You are summoned to attend a Middleton Stoney Parish Council Meeting on Thursday 18<sup>th</sup> January 2024 in Middleton Stoney Village Hall from 7.30 pm.

**Members of the Public:** are welcome to attend the Parish Council Meeting

*Sarah Kearney*

**Sarah Kearney to Clerk/RFO to Middleton Stoney Parish Council**

## Agenda for the meeting of Middleton Stoney Parish Council

To be held at Middleton Stoney Village Hall on Thursday 18<sup>th</sup> January 2024 from 7.30 pm

1. To Receive Councillor Apologies for Absence (Clerk)
2. To Record Members' Declarations of Interest Regarding the Agenda Items (Chair)  
– to receive any requests for Dispensations or declarations of Interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct
3. Public participation – to receive questions from members of the public relating to items on the Agenda, in accordance with the Council's code of conduct and standing orders
4. To Approve and Sign the Minutes of the Parish Council Meeting of 13<sup>th</sup> September and 2<sup>nd</sup> November 2023 (Chair)
5. To Receive a Report from the District Councillor - (Cllr Nigel Simpson) / County Councillor - (Cllr Ian Corkin)  
Cllr Nigel Simpson - report
6. Update on Progress from the minutes –  
The Clerk/Chairman or Councillors will report on the progress of outstanding items which do not require a further decision.
  - 6.1 **Church Yard Funding for Maintenance** – A letter was sent back to PCC
  - 6.2 **Village Hall** - New Paving completed
  - 6.3 **Gates to Middleton Park** – Completed
  - 6.4 **Electrical repairs in Village Hall** - completed
  - 6.5 **Councillor Priority Funding** – Received for Painting works at Village Hall
  - 6.6 **Precept 2024/25** – Form completed and submitted to CDC in December 2023
7. Governance
  - 7.1 **Policy** – to consider and agree on the below
    - 7.1a **Code of Conduct**
    - 7.1b **Communication Policy**
    - 7.1c **Complaints Procedure**
    - 7.1d **Document Retention & Disposal Policy and Appendix**
    - 7.1e **Meeting Attendance Policy**
    - 7.1f **Recording of Meeting Policy**
  - 7.2 **Change to Parish Council Meeting date** – to note the change of date to Full Parish Council and Annual Parish meeting from 2<sup>nd</sup> May to 9<sup>th</sup> May.
  - 7.3 **Asset Risk Assessment List** – to review the condition of the fixed assets
  - 7.4 **Oxfordshire County Council Charter** – to consider and agree a response from Parish Council

## 8. Finance – Clerk to report.

- 8.1 **Financial Report** – to receive the report and the year-end budget monitoring for information
- 8.2 **Invoices for Payment** – to consider and approve invoices for payment itemised on the Payment Schedule sheet
- 8.3 **Reconciliation of Accounts** – to consider and agree on bank reconciliation with bank statements
- 8.4 **Budget Monitoring Review** – to consider over and underspends
- 8.5 **Draft Budget Review 2024-2025** – to acknowledge and accept the budget for 2024/25
- 8.6 **Staff Salary** – to note the NALC revised cost of living salary scale for the Clerk for 2023/24 together with the amount backdated from April
- 8.7 **ABC Magazine** – to consider and agree on whether MSPC donate to the Magazine, see attached letter.

## 9. Highways

- 9.1 **Speed Signs** – update on the transfer of ownership paperwork – sent another email on 5/10/23 to Dave and Jacqui Cox at OCC
- 9.2 **S106 Funding for Traffic Calming** – update

## 10. Parish Matters

- 10.1 **Village Hall** – update
  - 10.1a **Painting Village Hall Window and Door** – will be completed once the weather gets better
  - 10.1b **Fibre Broadband** – OCC to be installed – (Clerk)
- 10.2 **Village Plan** – to acknowledge and accept the new updated version of the Village Plan
- 10.3 **Playground Grant Application** – update (JC)
- 10.4 **Emergency Plan** – to discuss setting up an emergency plan for Middleton Stoney Parish

## 11. 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.

- 11.1 **Local Plan 2040** – update
- 11.2 **Smith's Application** – Response sent back
- 11.3 **Mid-Cherwell Neighbourhood Plan** – update

### New - Planning Applications – to note:

- 11.5 **23/03277/F** – Stable Lodge, Middleton Stoney House, Oxford Road, Middleton Stoney, OX225 4TE – **New detached two-storey house with detached garage – Re-submission of 23/01365/F NO OBJECTION**
- 11.6 **23/02827/F** – Upper Heyford LP – Land at Heyford Park, Camp Road, Upper Heyford, OX25 5HD – **Use of the eastern part of the southern taxiway and the adjacent Hush House building (building 1368) for car processing operations plus associated works and portable buildings. Planning permission is sought for 5 years. Submitted Comments**
- 11.7 **23/03257/F** – Heyford Lodge, Heyford Road, Middleton Stoney, OX25 4AL – **Construction of two storey rear extension with single storey lean-to side element, together with a minor enlargement of the open framed canopy over the front door.**

### Pending – Planning Application – to note:

- 11.8 **23/01586/REM** – Himley Village Nth West Bicester, Middleton Stoney Road, Bicester - **Reserved Matters Application pursuant to Outline planning permission 14/02121/OUT for the erection of 123 dwellings (including 37 affordable dwellings), parking, landscaping and other associated infrastructure including the part discharge of conditions 12 (Building for Life 12), 13 (future climate risks statement), 14 (noise assessment), 16 (means of vehicular access), 17 (means of pedestrian/cycle links), 18 (Travel Plan), 19 (detailed surface water drainage scheme), 20 (carbon minimisation), 24 (pollution prevention scheme for surface water), 25 (biodiversity), 26 (hedges), 27 (Arboricultural Method Statement), 29 (Landscape and Habitat Management Plan), 30 (Construction Method Statement), 31 (Soil Resources Plan), 34 (Foul Drainage Strategy), 36 (Water Neutrality Strategy) and 37 (Site Waste Management Plan) at Phase 2A**
- 11.9 **23/01496/DISC** – Himley Village Nth West Bicester, Middleton Stoney Road, Bicester – **Discharge of Condition 8 (Site Wide Masterplan and Design Code) of 14/02121/OUT**
- 11.10 **23/01558/DISC** - Himley Village Nth West Bicester, Middleton Stoney Road, Bicester – **Discharge of Condition 9 (Site Wide Masterplan and Design Code) of 14/02121/OUT**

- 11.11 **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. Sent back comments**

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

- 11.11 **23/01997/F** – Villiers Park House, School Lane, Middleton Stoney, Bicester, OX25 4AW – **Detached garage with one bedroom Annexe in roof space for the incidental use of the property owner. Permitted**

## 12. Correspondence

To note correspondence received not otherwise on the agenda where decisions are not required.

- **Rural Bulletin** – Circulated throughout the month
- **Cherwell Bulletin** – Sent out 8/12/23
- **Code of Conduct Training Slides** – Sent out 16/11/23
- **Parish on Line** – Sent out 22/11/23
- **OCC Charter Survey** – sent out 22/11/23 and reminder in December deadline 10/12/23
- **Dave Catling** – Emails 20mph/build outs – sent on 22/11/23
- **CDC Parish Election Charges** – send out 22/11/23
- **MCNP Forum Meeting 13<sup>th</sup> December** – sent out 08/12/23
- **OALC Update** – sent out 8/12/23
- **OALC Newsletter** – sent out **08/12/23**
- **ABC Magazine Email**

**Date of next meeting** – Thursday 7<sup>th</sup> March 2024 from 7.30pm at Middleton Stoney Village Hall

Meeting finished: