

Middleton Stoney Parish Council

Minutes of the Parish Council meeting held on Thursday 2nd November 2023 at 7.30 pm in Middleton Stoney Village Hall

Present: Cllrs: Jonathan Rees (Chair), Andrew Fulljames, Al Grenfell, Juliet Cornford, Cllr James Dunne

In attendance: Sarah Kearney (Parish Clerk)

Residents: 1

Apologies: Mark Nolan, and District Councillor Nigel Simpson

1. **To receive and accept apologies for absence** – receive apologies (Clerk)
The Council accepted Mark Nolan and District Councillor Nigel Simpson apologies.
2. **To record Members’ Declarations of Interest Regarding the Agenda Items**
Cllr Fulljames noted he was on the Parochial Church Council in respect of item 5.2
3. **To Confirm the Minutes of the Parish Council Meeting held on 13th September 2023**
Cllr Fulljames asked for the minutes to be slightly changed in Section 9.7, to be signed off in January
4. **To Receive a Report from the District/County Councillor**
Report from District Councillor Nigel Simpson – please click link
<https://middletonstoney.com/wp-content/uploads/2023/11/November-Report-2023.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 **Planters** – Completed with winter flowers
 - 5.2 **Church Yard Funding for Maintenance** – A letter has been sent
A representative from the PCC attended the Full Parish Council meeting. They expressed their disappointment over the Parish Council's decision to discontinue the yearly grant. The PPC representatives recalled that the Parish Council had always given this grant and couldn't understand why it was now being stopped, especially considering that other surrounding Parish Councils in the District Council still provide annual grants. The Parish Council Chair clarified that he had spoken to other Parish Council Chairs of the surrounding Parish Councils and found that the information was not entirely accurate. The Parish Council also contacted the OALC governing body, which provided a policy stating that the Parish Council should not give Churches grants under the Local Government Acts 1894 and 1972. The Parish Council agreed to share the document with the PCC.
In further discussion, it was pointed out that a £200 grant represented a significant portion of the Council’s residual income once essential expenditure under the Precept was made. Equally, the PC made clear it wanted to maintain good relations with the PCC, and while not wanting to reinstate an automatic annual grant confirmed its willingness to support the PCC financially for any upcoming projects where it is lawfully acceptable and in the interests of the Village community. The PCC can request this financial assistance by sending an email to the clerk, and it will be added to the agenda for the next Parish Council meeting. It was also mentioned that Cllr Fulljames could not vote since he is a part of the PPC committee.
 - 5.3 **Village Hall** – New Paving in progress
 - 5.4 **S101 Grass Cutting Agreement** – to acknowledge and acceptance of the OCC agreement, this has been signed and sent back to OCC
6. **Governance**
 - 6.1 **Co-Option of new Councillor** – to officially appoint Mark Nolan to Middleton Stoney Parish Council
The Council unanimously RESOLVED and agreed to formally appoint Mark Nolan to the Middleton Stoney Parish Council

- 6.2 **Vice-Chair appointment** – to officially appoint a new Vice-Chair
The Council **RESOLVED** and agreed to the new joint Vice-Chair appointment of Cllr Al Grenfell and Cllr Juliet Cornford. During the vote, Cllr Fulljames chose to abstain against the motion
- 6.3 **Countess of Jersey Education Trust** – to reappoint Cllr Andrew Fulljames
The Council unanimously **RESOLVED** and agreed to the reappointment of Cllr Andrew Fulljames
- 6.4 **Policies**
- 6.4a **Standing Order** – to consider and agree
- 6.4b **Freedom of Information Introduction & Publication** – to consider and agree
- 6.4c **Data Protection Policy** – to consider and agree
- 6.4d **Internal Audit Terms and Reference** – to consider and agree
The Council unanimously **RESOLVED** and agreed to adopt the above policies
- 6.5 **Play Equipment** – monthly inspections are done by Council
The Council unanimously **RESOLVED** and agreed that the Council needs to complete monthly inspections
ACTION: Clerk to arrange for forms and rota
- 6.6 **Asset Risk Assessment List** – to review the condition of the fixed assets list.
ACTION: Clerk to bring to next meeting

7. **Finance** – Clerk to report

- 7.1 **Financial Report** – Clerk Reported:
As of 2nd November 2023, the Accounts stood at:

| | |
|---------------------|--------------------------|
| Current Account - | £14,692.31 |
| Nationwide Account | £10,466.00 |
| Total amount | <u>£25,158.31</u> |

November payments: £1,779.61

Income Received:

Total amount **£3,255.00** second half precept

- 7.2 **Invoices for payment** – to consider invoices for payment itemised and the payment schedule sheet
The Council unanimously **RESOLVED** and agreed to the Financial Report and November Payments.
- 7.3 **Reconciliation of Accounts** – agree with bank statement – to be signed by Chair and Vice-Chair.
The Council unanimously **RESOLVED** and agreed to Reconciliation of Account signed by Chair and Cllr Fulljames.
- 7.4 **Budget Monitoring Review** – update for 2022/23 (circulated prior to the meeting)
The Council unanimously **RESOLVED** and agreed to the November Budget Monitoring Review
- 7.5 **Third Signatory for Lloyds Bank** – to consider and agree
The Council unanimously **RESOLVED** and agreed that Cllr Cornford
- 7.6 **Internal Auditor** – to acknowledge and acceptance of Elaine Anstee to complete the Internal Audit for 2023/24
The Council unanimously **RESOLVED** and agreed to the appointment of Elaine Anstee to complete the 2023/24 Internal Auditor
- 7.7 **Draft Budget Review 2024/25** – to consider and agree on the Budget for next year.
The Council agreed with the proposed expenditure but wanted to discuss further the level of the precept. They also requested a comparative table on other Councils' expenditures to see the relative position of Middleton Stoney.
ACTION: Clerk and Chair to circulate alternative options for precept
- 7.8 **Poppy Wreath** – to agree donation to the Royal British Legion for the Remembrance Day poppy wreath.
ACTION: Clerk to raise a cheque for the Poppy Wreath

8. **Highways**

- 8.1 **Speed Signs – Cllr Rees reported:** Still awaiting for paperwork to be transferred to Middleton Stoney as their asset, and how we get transport data. Dave Catling will be speaking to Jacquie Cox OCC on how this can be done.
ACTION: Clerk to chase Dave Catling for transfer of paperwork

- 8.2 **S106 Funding** – Cllr Fulljames asked the Clerk whether the manhole cover on Ardley Road had been reported. The clerk confirmed this had been done. Cllr Rees also reported Dorchester had conducted further traffic surveys on the proposed Bus Gate. A meeting was now likely to take place on its viability in the New Year.
- 8.3 **250 Bus Route** – The new service is now in operation

9. Parish Matters

- 9.1 **Village Hall**
- 9.1a **Quotes for Electrics – The Clerk reported:** The second quote has been obtained and will be sent around to all councillors to agree on who they would like to go with, the other quote still hasn't come in even after chasing in on the phone this week.
ACTION: The Clerk is to send both quotes to councillors to agree on who will complete the works
- 9.1b **Painting Village Hall Window and Door quotes**
The Council unanimously **RESOLVED** and agreed to go with the first quote which was supplied
- 9.1d **Fibre Broadband – Clerk report:** Outreach will be sending out a new router and once we have received then we will receive the Code and passwords.
- 9.1f **Insurance: - The Clerk reported** - the contents list was sent to the insurance company and the Parish Council are awaiting the cost.
- 9.2 **Village Plan – Chair reported:** A Village Plan meeting has been scheduled for Tuesday, November 28th at 7.00 pm. It is essential that all the councillors attend this meeting. However, the MNP will not be present, as the Neighbourhood Plan consultation has been postponed to a later date.
- 9.3 **Middleton Park – Chair reported:** The chair confirmed that he had spoken to Nick Davenport regarding signage and reminded him that this needs to be completed. Nick Davenport has confirmed that he will be sorting this out and will send the draft proof to the Parish Council to agree.
- 9.4 **Playground Grant Application – Cllr Cornford reported:** The second stage of the grant application form has been completed and submitted. The Parish Council is expected to hear whether they have been successful sometime in February 2024. During the meeting, the Chair and other councillors expressed their gratitude for all the hard work put in by Cllr Cornford in submitting the grant application. This appreciation was also recorded in the minutes of the meeting.
- 9.5 **Footpath to Church – Chair reported:** Still waiting on update

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** – Chair circulated the response to all councillors
The Council unanimously **RESOLVED** and agreed to the response and is now ready for Clerk to submit to Cherwell District Council
- 10.2 **OXSRFI** – On hold until further notice
- 10.3 **Smith's Application** – Need to submit the Parish Council response by the 18th of November, Chair to draft up and circulate it to all councillors for this to be submitted
- 10.4 **Mid Cherwell Neighbourhood Plan – Chair reported:** Yesterday, the chair attended the AGM of the Forum. The new draft Plan had been delayed and would now come out for informal consultation in January 2024. We should arrange a meeting then. Dorchester is still interested in considering a Bus Gate. He had successfully changed the wording of the Forum's response to the draft 2040 Plan to say that agreed infrastructure and routing agreements need to be put in place before any further development at Heyford Parks can be built. There was also now a reference to S106 agreements reflecting the Middleton Stoney response.

New - Planning Applications – to note:

Pending – Planning Application – to note:

- 12.5 **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. NO OBJECTION**
- 12.6 **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
- 12.7 **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**
- 12.8 **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**
- 12.9 **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:

13. Correspondence

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

- **OCC Notice of Submission for the Quarry** – deadline for comments is 18th November
- **Weather Alert** - Circulated from OCC on 5/09/23
- **Rural Bulletin** – Circulated throughout the month
- **Cherwell Local Plan Review 2040** – Consultation started on 22nd September and closes on 3rd November
- **Cherwell Bulletin** – Circulated 23/09/23
- **Winter “Warm Welcome” Network** – Circulated to Juliet and James 26/09/23
- **Cherwell Local Plan Review 2040** - Invitation to Prish Town and Council Workshop – Circulated to all councillors 2/10/23
- **Heyford – Brownfield Leaflet** – sent a copy to all councillors on 27/10/23
- **Annual Review of Members Allowance** – Sent answers back to questions and sent details to councillors. Middleton Stoney Councillors choose to take no allowances.

Date of next meeting – Thursday 18th January 2023

Meeting finished: 9.22 pm

Signed Dated