

Middleton Stoney Parish Council

Minutes of the Parish Council meeting held on Thursday 18th January 2024 at 7.30 pm in Middleton Stoney Village Hall

Present: Cllrs: Jonathan Rees (Chair), Cllr Al Grenfell (Vice-Chair), Cllr Juliet Cornford (Vice-Chair), Cllr Andrew Fulljames, , and Cllr James Dunne
District Councillor Nigel Simpson – joined the meeting at 8.00pm

In attendance: Sarah Kearney (Parish Clerk)

Residents: 0

Apologies: Cllr Mark Nolan

1. **To receive and accept apologies for absence** – receive apologies (Clerk)
The Council accepted Cllr Nolan's apologies.
2. **To record Members' Declarations of Interest Regarding the Agenda Items (chair)**
- to receive any request for Dispensations or declarations of Interest from Councillors relating to items on the agenda, in accordance with the Council's code of conduct
Nothing to Declare
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.**
No residents attended
4. **To Confirm the Minutes of the Parish Council Meeting held on 13th September and 2nd November 2023**
The Council **RESOLVED** that the minutes from the meeting on 13th September and 2nd November 2023 be accepted as a true record and were signed by the Chair.
5. **To Receive a Report from the District/County Councillor**
Report from District Councillor Nigel Simpson – please click link
<https://middletonstoney.com/wp-content/uploads/2024/01/December-23-Councillor-report.pdf>
6. **Update on progress from the Minutes – The Clerk/Chairman 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** – The Chair reported that he had agreed with the owners of Middleton Park on new signage to go on gates and website
 - 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 **Policies**
 - 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**The Council unanimously **RESOLVED** and agreed to all the above policies
 - 7.2 **Change to Parish Council Meeting date** – to note the change of date to Full Parish Council and Annual Parish meeting from 2nd May to 9th May.

- 7.3 The Council unanimously **RESOLVED** and agreed to the change of the meeting date in May
- 7.3 **Asset Risk Assessment List** – Needs to be completed in January
- 7.4 **Oxfordshire County Council Charter** – to consider and agree a response from Parish Council
- Clerk reported:** OCC has sent out a draft policy which will be sent around next week, the consultation period is until 11th February

8. Finance – Clerk to report

- 8.1 **Financial Report – Clerk Reported:**
As of 17th January 2024, the Accounts stood at:

Current Account -	£14,199.61
Nationwide Account	£10,466.00
Total amount	<u>£24,665.61</u>

January payments: £10,019.72

Income Received:

Total amount: £1750.00 Priority Funding for Painting works to Village Hall

Clerk reported: that there is a large amount of expenditure which is being paid out and will leave the account rather short for the following year.

The Council unanimously **RESOLVED** and agreed to the Financial Report.

- 8.2 **Invoices for payment** – to consider invoices for payment itemised and the payment schedule sheet
The Council unanimously **RESOLVED** and agreed to the January Payments.
- 8.3 **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.
- 8.4 **Budget Monitoring Review** – update for 2022/23 (circulated prior to the meeting)
The Council unanimously **RESOLVED** and agreed to the January Budget Monitoring Review
- 8.5 **Draft Budget Review 2024/25** – to acknowledge and accept the budget for 2024/25
The Council unanimously **RESOLVED** and agreed they were happy with the Draft Budget figure for 2024-25. The precept will be £7,500.00 increase of 15.21%
- 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
The Council unanimously **RESOLVED** and agreed to the revised cost of living salary scale and back pay for 2023/24 for April
- 8.7 **ABC Magazine** – to consider and agree on whether MSPC donate to the Magazine, see attached letter.
The Council unanimously **RESOLVED** and agreed that the Council will not be able to provide any financial support to ABC Magazine due to limited funds and a lack of budget for the upcoming year. However, the Parish Council do acknowledge the importance of the magazine to the community, especially for those who don't have access to media systems. The Council decided to write a letter to the ABC team, suggesting they reach out to the businesses around Middleton Stoney to inquire about regular advertisement opportunities. The Parish Council would be happy to support any such requests. Additionally, the Parish Council asked District Council Councillor Nigel Simpson to see if there is any funding available at the CDC to support the community through the magazine.

9. Highways

- 9.1 **Speed Signs – Cllr Rees reported:** no update, however, need to arrange a meeting to discuss the design plans which Dave Catling sent before Christmas. Cllr Simpson did advise the Parish Council that this needs to be done as soon as possible due to Dave Catling leaving OCC at the End March.
ACTION: Clerk to arrange a meeting
- 9.2 **S106 Funding** – No update received

10. Parish Matters

- 10.1 **Village Hall**
 - 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 - **Chair reported:** The updated version of the Village Plan has been circulated to all councillors. The email also requested if anyone had more details to add. The Chair asked whether all the Councillors were happy for this version to be published.
The Council unanimously **RESOLVED** and agreed to the new version of the Village Plan and the Chair asked for this to be published on the Middleton Stoney Website.
- 10.3 **Playground Grant Application – Cllr Cornford reported:** Middleton Stoney Parish Council has received a grant from Valencia Communities Fund of £47,640 to purchase new playground equipment. However, there is a shortfall of £4,760.00 which the Council needs to raise. The Council must pay this amount by 15th February 2024 and then the work will commence within six months. The plans for the project will be displayed on the Council's website and updated information regarding the progress of the project will also be published there to keep the residents informed. The Council agreed that
- The necessary contributory payment would be found from reserves in the first instance.
 - The Parish Council would then consider appeals to local businesses to help with the shortfall.
 - A sub-group of Chair, Cllr Conford and Clerk would be set up to oversee the contract.
- Finally, the Council thanked Cllr Cornford for all her hard work in securing this grant.
- 10.4 **Footpath to Church – Chair reported:** The Parish Council had received a letter from LSL Solicitors acting for residents who opposed the Council's application for a Right of Way. The Chair had therefore spoken to the owners of Middleton Park who had confirmed that they did not object to the application as well as to Eleanor Hazlewood from OCC, who is considering the application for a Right of Way. In light of these discussions, he recommended that we continue with our application and reply to LSL Solicitors confirming our willingness to continue our dialogue. The Council agreed that the Chair should proceed accordingly.

11. **Planning – to note:**

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** – no update, consultation has been shut down. The parish should hear sometime in the summer period
- 11.2 **Smith's Application** – No update
- 11.3 **Mid Cherwell Neighbourhood Plan** – The Chair reported: that the consultation on the new draft Plan had commenced, and there would be a meeting to discuss the draft in Middleton Stoney Village Hall on Tuesday 20th February 2024. More generally Heyford Park had decided to withdraw from the Parishes contributing to the Plan. This was regrettable, and the Council confirmed its willingness to support mediation to see if the position could be resolved.

New - Planning Applications – to note:

- 11.4 **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**
- 11.5 **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**
- 11.6 **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:

- 11.7 **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**
- 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:

- 11.12 **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 online** – 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 13th 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 7th March 2024 from 7.30pm at Middleton Stoney Village Hall

Meeting finished: 8.55pm

Signed Dated