

**Minutes of a Meeting of Wendlebury Parish Council held on  
Thursday 28 November 2019, in Wendlebury Village Hall at 8.00pm**

- Present:** David Ford, Tim Hibbert (Chairman), Katy Mimpres, Kathy Sharp  
**In attendance:** 5 members of the public (3 left 9.15); 1 Member of Bicester Bike Users Group (left 9.15); Cllr Ian Corkin (OCC) (left 8.30pm); Jane Olds (Parish Clerk)  
**Apologies:** Brett Chambers and Charlotte Carry

- 1. Apologies for absence** – to receive apologies  
Brett Chambers and Charlotte Carry’s apologies were accepted.
- 2. Requests for Dispensations, Declarations of Interest, gifts and hospitality** – 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 and note any gifts and hospitality

No declarations of interest had been received.

- 3. Reports from District and County Councillors** – for information only  
Councillor Corkin reported that he had visited the village on 14 November during the flooding. The response from the OCC Highways Team, the Emergency Planning Team and the Environment Agency was excellent with all the agencies working together which meant that very few properties were damaged.

The A41 continued to be a major issue. The inquest into the two fatalities at the Vendee Drive roundabout earlier in the year was due to take place on 11 December. A full review of the road and roundabout had been commissioned.

The bridge over the A41 was progressing and it was discovered that more land than previously thought was owned by OCC. However, having seen the plans, the maintenance team was concerned about the siting. Councillor Corkin assured the meeting that the funding for the bridge was safe.

The Expressway had produced many rumours and was likely to be under urgent review following the General Election.

- 4. Bicester Bike Users Group** – to welcome representatives from the group and understand how the Parish can help with promoting cycling  
The Council welcomed Mr Bennett from the Group. Mr Bennett explained how the group was set up to promote and encourage cycling as a mode of transport to reduce car use and to help improve the cycling infrastructure in and around Bicester and the surrounding villages.

5. **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

One member of the public raised concern about the increase in volume and speed of traffic using the new Langford Lane, particularly the customers of the Porsche garage who appeared to use the lane as a test road.

The owner of Wendlebury Park Farm assured the meeting that the pallet trucks which had been spotted coming through the village were not part of his enterprise. However, he asked for villagers to let him or the Clerk know if this did happen.

6. **To receive and approve the Minutes of the Parish Council meeting held on 26 September 2019**

It was **RESOLVED** that these be accepted as a true record and were signed by the Chairman.

7. **Update on progress from the Minutes** – the Clerk /Chairman will report on progress of outstanding items which do not require further decision

- a. **Environment Agency meeting** – the Clerk had yet to arrange a meeting
- b. **Meeting Attendance Policy, Dispensations Procedure and Form, Vacancy Procedure and Financial Regulations** – had all been published
- c. **CPRE** – the Parish was now a now member
- d. **Bottle Banks** – the Clerk had sent off the Agreement.

8. **Governance**

- a. **Councillor Co-option** – to consider any applications received  
No applications had been received.
- b. **Protocol on pre-application meetings for major developments** – to review the policy  
The Council considered the policy and **RESOLVED** to adopt it.
- c. **Website Policy** – to consider adoption of the policy  
The Council considered the policy and **RESOLVED** to adopt it.

9. **Training**

- a. **OALC Training** – to consider attendance of any of the latest courses  
The Council **RESOLVED** to agree to Councillors attending the Planning training on 24 February if any were available.
- b. **Clerk Training** – to agree to a contribution to the Clerk’s Digital Clerk Webinar  
The Council **RESOLVED** to agree to a contribution of £10 (one third of the cost) to Launton Parish Council for the webinar.

**10. Finance**

**a. Financial Report** – to receive the report (for information)

As at 5 November the Accounts stood at

Current Account	£13,122.51
Savings Account	£16,220.41

There were 2 outstanding cheques totalling £86.00.

The second tranche of the Precept of £2,592.50 was received on 13 September.

A total of £340 in Allotment rent had been received and banked but was not yet showing on the bank statement.

The Savings Account has received £5.42 in interest.

**b. 20 / 21 draft Budget** – to consider the draft budget

The Clerk presented the meeting with a draft budget for consideration at the January meeting. Unfortunately, due to the General Election, the Government had not presented the Autumn Statement or agreed the District Council Settlements. This had meant that CDC had not been able to provide parishes with the Tax Base Figure.

**c. To consider invoices for payment itemised on the payment schedule**

The Council **RESOLVED** to approve the following invoices for payment:

<b>Cheque no:</b>	<b>Payee and reason</b>	<b>Budget</b>	<b>Amount</b>
200090	Countrywide Grounds Maintenance Ltd – October and November Grass Cutting (Invoice nos 82950 and 87616)	Grass cutting	£166.12
200091	JMC Olds for admin expenses (Printing £22.57; Stationery etc £5.00; Postage £6.36; Telephone £0.37)	Admin costs	£34.30
	Mileage expenses	Mileage expenses	£59.10
	Total		£93.40
200092	Oxfordshire County Council for 20mph Implementation (invoice no 3920360764)	Traffic calming	£4,377.00
200093	Launton Parish Council for 1/3 contribution to Clerk’s Digital Webinar Course	Training	£10.00

## 11. Planning

a. **Applications** – to consider all recent applications received from Cherwell District Council detailed below and any other planning applications submitted between the circulation of the agenda and the meeting

i. **19/02426/R56** at Farm buildings at Manor Farm, Main Street, OX25 2PS for “Change of use of agricultural buildings to flexible use (B1 & B2)”

The Council **RESOLVED** that as nothing material had changed to previous responses that a similar response should be sent.

b. **Responses to Planning Applications** – to note

The Council noted the responses to the following applications.

i. **19/01746/OUT** at Land Adj To Promised Land Farm, Wendlebury Road, Chesterton for Outline planning application (with all matters reserved excluding access) for up to 10,200sqm of B1 development (B1a and/or B1b and/or B1c); access and associated landscaping and infrastructure works.

ii. **19/01740/HYBRID** at Land Adj To Promised Land Farm, Wendlebury Road, Chesterton for Hybrid’ planning application comprising: – Outline planning permission (all matters reserved except for access) for up to 23,400sq.m of B1 development (Use Classes B1a and/or B1b and/or B1c); highway works (including provision of a new roundabout at the junction between Vendee Drive and Wendlebury Road); creation of a wetland and landscaped areas and associated infrastructure works. – Full planning permission for a health and racquets club, associated access and car parking, outdoor tennis courts, air dome, outdoor swimming pool, spa garden and terrace, and associated landscaping.

c. **To note Notices of Decision**

i. **19/01490/R56** at Farm buildings at Manor Farm, Main Street, OX25 2PS for “Change of use of agricultural buildings to flexible use (B1)”.  
Application refused (26 September 2019)

d. **Weston-on-the-Green Neighbourhood Development Plan 2018-2031 Public Consultation** – to consider a response

The Council **RESOLVED** to support Weston-on-the-Green’s position.

e. **CDC consultation on Partial Review of the Local Plan** – to consider a response to the consultation (ends 20 December)

The Council considered the partial review and **RESOLVED** that no further response was necessary as the consultation covered a re-allocation of sites for the Oxford Unmet Housing need part of the plan.

- 12. Review of Cherwell Polling Districts and Polling Places** – to note the report from the Acting Returning Officer  
The Council **RESOLVED** to note the report.

**13. Parish Matters**

- a. **A41 Crossing** – to receive a progress report  
Councillor Corkin had updated the meeting.
- b. **East / West Expressway** – to receive a progress report and to consider further action  
Councillor Corkin had updated the meeting.
- c. **Safer Wendlebury and 20mph zone** – to receive a progress report and to consider further action  
No further progress had been made.
- d. **SE Relief Road** – to receive a progress report  
No further progress had been made.
- e. **Allotments** – to receive a progress report  
The Tenancy Agreements and rent invoices had been sent out and almost all the money collected. A new padlock was needed for the gate.
- f. **Travellers** – to receive an update  
The Clerk reported that while the previous travellers had left the old Chesterton slip road others had found it and had broken the fencing making access onto the A41 possible. OCC were, as a matter of urgency, making the fencing safe and making arrangements for earth bunds to be installed to prevent vehicular access.

**14. Reports from Meetings** – to receive reports from any meetings attended

- a. **Chesterton meetings**  
Tim Hibbert and others had attended various meetings at Chesterton regarding planning and the proposed water park.
- b. **Rural Resilience Meeting** – 2 October  
The Clerk attended the meeting and had circulated the minutes.
- c. **Highways Open Day, Deddington** – 5 October  
The Clerk attended the open day which was very informative. She encouraged any Councillors available next year to attend.
- d. **Environment Agency Cherwell and Ray meeting** – 12 November  
Tim Hibbert and Kathy Sharp attended the meeting. Further updates would follow.

**e. Cherwell: a thriving economy workshop – 12 November**

Tim Hibbert attended the meeting which he found of interest.

**f. Parish Liaison Meeting – 13 November**

Tim Hibbert, Kathy Sharp and the Clerk attended the meeting. The primary presentation focussed on an update from the Planning Department but there were also presentations from the Good Neighbour Scheme organisers and a briefing about Operation London Bridge – the plan for how Councils would handle the death of a Senior National Figure.

**15. Attendance at Meetings**

No further meetings had been arranged.

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

The Clerk presented the meeting with a list of correspondence received which included:

- a. **Rural Services Network** – Bulletins
- b. **OALC** – September and October Updates
- c. **Thames Valley Police** – Crime Commissioner bulletin
- d. **Age UK Oxfordshire AGM** – 1 November
- e. **CDC Elections Team** – members allowances
- f. **CDC re Council Tax Support Grant for 20/21**
- g. **CFO** – Autumn update
- h. **OALC** – VE Day 75<sup>th</sup> anniversary
- i. **Healthwatch** - updates
- j. **OALC** – update on General Election, events and Purdah
- k. **Oxfordshire Playing Fields Association** – new Community Development Officer
- l. **Villager** – reports of fly tipping
- m. **What3Words** – information (published on the website)
- n. **High Sheriff Awards** – request for nominations
- o. **OALC** – Oxfordshire Growth Board consultation
- p. **Clerks and Councils Direct**
- q. **CPRE** – Newsletter and badge

**17. Items for information or next Agenda only**

**a. Agenda Items**

The Clerk requested that all items for the next agenda be submitted by Wednesday 8 January 2020.

**b. Village Playground**

Tim Hibbert reported that the Playground was in need of refurbishment in the next two to three years. This would be discussed further at the next meeting.

**18. Date of next meeting**

The Council **RESOLVED** to agree to confirm the date of the next meeting as  
Thursday 23 January at 8pm

The meeting closed at 10.00pm

Signed .....

Dated .....