

Wendlebury Parish Council

Minutes of the Parish Council meeting held on Thursday 20th July 2023 at 7.30 pm in Wendlebury Village Hall

Present: Cllrs: Doug Blake (Chairman), Brett Chambers (Vice Chair), Adrian Redford,

In attendance: Sarah Kearney (Parish Clerk), District Councillor: Gemma Coton, Phil Bowles
Residents:

Apologies: Cllr Ford

1. **To receive and accept apologies for absence** – receive apologies (Clerk)
The Council received and accepted apologies from Cllr Ford
2. **Requests for Dispensations, Declarations of Interest, gifts, and hospitality**
Nothing was declared.
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 Confirm the Minutes of the Parish Council Meeting held on 25th May 2023, previously circulated**
The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting.
5. **Reports from District and County Councillors** – update
Update from District Councillor Gemma Coton – Attended meeting at 7.30 pm and left at 8.15 pm
 1. Cherwell District Council Meeting on 17th July
6 motions where passed
 - Cost of Living
 - Rail Crossing at Sandy Lane, Yarnton
 - Active Lifestyle
 - Tenants Charter
 - NHS Anniversary
 - Littering
 2. **Local Plan 2040** – provisional dates for the following
Overview & Scrutiny Committee – Mid August
Executive – Beginning of September
Consultation – End September / October
Dates will be confirmed
 3. **Oxfordshire Constituency Boundary Changes** – This will affect Bicester and Woodstock mostly but come the next election there will be a new MP for the area.
 4. **Activate Holiday Clubs** – Holiday activities are being run by Cherwell District Council for further information visit the website
<https://www.cherwell.gov.uk/news/article/1044/holiday-club-will-activate-young-people-s-summer>
 5. **Home upgrade Grant** – A grant is available for Homeowners and tenants
<https://www.cherwell.gov.uk/info/250/grants-and-assistance/613/grants-and-assistance-for-homeowners/4>
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.**
Clerk reported:
 - 6.1 **Changing of Banks from HSBC to Lloyds Bank** – This has now been completed
 - 6.2 **End-of-Year Accounts** – Paperwork completed and sent back to external auditors

7. Governance

- 7.1 **Elections** – paperwork needs to be corrected
- 7.2 **Meeting Dates for 2024** – to be considered and agreed
The Council unanimously **RESOLVED** and agreed to the meeting dates for 2024
- 7.3 **Co-Option of Phil Bowles** – to be considered and agreed
The Council unanimously **RESOLVED** and agreed to the Co-Option of Phil Bowles onto Wendlebury Parish Council.

8. Finance

- 8.1 **Financial Report** – Clerk Reported:
Current Account - £ 5,319.96
Deposit Account - £16,370.89
Total = £21,690.85

July payments: £1,986.19

Income Received:

Total = £302.17 – OCC Grass Cutting Grant

The Council unanimously **RESOLVED** and agreed to the financial report

- 8.2 **Internal Audit Action Plan** – to consider and agreed

The Clerk reported: The Internal Audit report which was received last month. The Clerk has queried some of the comments with the Auditor. The Internal Auditor agreed with the Clerk comments and has rewritten the report which has been placed on the Website as well.

The Council unanimously **RESOLVED** and agreed to the Internal Audit Action Plan 2023

- 8.3 **Invoices for payment** – to consider invoices for payment itemised and the payment schedule sheet

Invoice Payments for - July 2023							
Invoice Number	Cheque No:	Payee	Reason	Budget	Minutes Ref:	Amount Agreed	Powers
1	000001	Wendlebury Church	Footpath Lighting	Footpath Lightin	14/23	£200.00	
2	000002	Wendlebury Church	Footpath Maintenance	Footpath Maint	14/23	£450.00	
3	000003	Clerk Salary	Clerk Salary	Clerk Salary	14/23	£710.40	
4	000004	HMRC	HMRC	HMRC	14/23	£104.40	
5	000005	Cherwell District Council	Elections payment for May	Elections Charge	14/23	£100.00	
6	000006	Sarah Kearney	Printer	Contingencies	14/23	£69.99	
7	000007	Sarah Kearney	Stamps - post forms back to CDC	Admin Cost	14/23	£18.00	
8	000008	Allotment expenditure	Rent for Allotment Area 2022/23	Allotment Exp	14/23	£300.00	
Total of payments						£1,952.79	

The Council unanimously **RESOLVED** and agreed to the July payments

- 8.4 **Budget Monitoring for July** – to consider any overspends on the budget so far

The Clerk reported: There are no overspends on the budget so far

The Council unanimously **RESOLVED** and agree they were happy with the Budget Monitoring for July.

9. Parish Matters

- 9.1 **Environment Agency – Cllr Blake reported:** No update
- 9.2 **Allotments – Clerk reported:** A few vacant plots. It was suggested to advertise within the ABC, and speak to Bicester Town Council to see whether anybody from their waiting list would like a plot.
- 9.3 **Flooding – Cllr Blake reported:** The Flood Warden Scheme, Cllr Phil Bowles said that he would be happy to take this job on and report any problems back to Chair, Vice-Chair and Clerk.
- 9.4 **Bicester Police Rural Resilience Group** – no update, waiting for the date of the next meeting
- 9.5 **Defibrillator – Cllr Blake reported:** **ACTION: The Clerk is to order new pads as soon as possible.** Cllr Redford, agreed to check the Defibrillator once a month to make sure everything is in working order.

10. Highways

- 10.1 **SE Relief Road** – No update
- 10.2 **Speed Watch – ACTION: The Clerk is to send a Letter to Chesterton Parish Council, regarding the Speed Gun to ask whether they will buy it off Wendlebury or Wendlebury to buy it off Chesterton.** Need for all the Speed Watch systems to be completed by September, Cllr Ford to make sure that all volunteers are fully trained by then.

10.2a – **20 Plenty** – **ACTION: The Clerk is to speak to OCC regarding the 20 Plenty for Wendlebury to see what they are offering under their scheme.**

10.3 **ARC** – No update

10.4 **Request for removal of Speed Humps at Nth end of the Village** – Cllr Blake received a request from a resident, asking whether Wendlebury Parish Council would consider the removal of the Speed Humps at the North end of the Village. There was a lengthy discussion regarding this and then the Councillors put it to a vote and all Councillors voted against the removal of the Speed Humps due to safety reasons.

The Council unanimously **RESOLVED** and agreed that the Speed Humps are not to be removed.

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 **Siemens Funding for Traffic Calming** – A update meeting with Tritax and Cllr Blake and Cllr Chambers is arranged for Friday 21st July

11.2 **Local Plan 2040** – As per section 5 number 2 for update

Planning Applications New: - to note

11.3 **23/01844/F** – Land Nth East of Holts Farm, Mansmoor Road, Charlton-On-Otmoor, **Change of use of land for a mobile home for a temporary period of three years – re-submission of 22/01443/F – No Objection**

Planning Applications Pending: - to note

11.4 **22/03756/F – Wendlebury Park Farm, Wendlebury Road, Chesterton, OX25 2PE** - Additional building within existing yard area for associated B1 and B8 use – **No objection**

11.5 **23/00438/F** – Mole End, Main Street, Wendlebury, Bicester, OX25 2PS, **Demolition of outbuilding, two-storey extension to side and rear of existing dwelling – Re-submission of 22/01049/F**

11.6 **21/02735/F** – Wendlebury Park Farm, Wendlebury Road, Chesterton, PX25 2PE – **Extension to existing Commercial Building and detached stables with Integrated Store.**

11.7 **22/03033/F** – The Stables, College Farm, Main Street, Wendlebury, OX25 2PR – **The Conversion and infill extension of equestrian Stables to create a single residential dwelling – Objection with comments.**

Planning Application Decisions: – to note

APPEAL REF: APPP/C3105/W/22/3312196, Planning Application 22/01772/PIP Application for Planning Permission in Principle Land to rear of Bridge house. Main Street Wendlebury OX25 2PW – Dismissed refused.

12. Correspondence – to note correspondence received not otherwise on the agenda were decisions are not required.

- The Rural Bulletin
- CDC Bulletin updates
- Kate Prudden - Newsletter
- OALC Newsletter
- Healthwatch

Items for information or next Agenda only – all items for the next agenda are to be submitted to the Clerk by 4th September 2023

DATE OF NEXT MEETING – Thursday 28th September 2023 at 7.30 pm - Wendlebury Village Hall

The meeting closed at 8.35 pm.

Signed Dated