

WENDLEBURY PARISH COUNCIL

To Members of the Council: you are summonsed to attend the Meeting of Wendlebury Parish Council on Thursday 30th November 2023 in Wendlebury Village Hall at 7.30pm

Members of the Public and Press are invited to attend. Please contact the Clerk prior to the meeting Email: clerk@wendleburypc.org.uk

Sarah Kearney

Clerk to Wendlebury Parish Council

AGENDA

1. **Apologies for absence** – To receive apologies
2. **Requests for Dispensations, Declarations of Interest, gifts, and hospitality** – to receive any requests for Dispensations, 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 Confirm the Minutes of the Parish Council Meeting held on 28th September 2023, previously circulated**
5. **Reports from District and County Councillors** – (Cllr Ian Corkin) and (Cllr Gemma Coton)
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 **Defibrillator** – Completed and installed
 - 6.2 **Interest of Register form** – Need to Cllr Bowles to sign his form
7. **Governance**
 - 7.1 **Policies** – New and re-adopted policies to be considered and agreed
 - 7.1a **Standing Order** – New version
 - 7.1b **Code of Conduct** – New Version – with training from CDC
 - 7.1c **Data Protection Policy** – re adopted
 - 7.1d **Expenses Policy** – re-adopted
 - 7.1e **Media & Press Policy** – re-adopted
 - 7.1f **Meeting Attendance Policy** – Re-adopted
 - 7.1g **Vacancy Procedure** – Re-adopted
 - 7.1h **Website Policy** – re-adopted
 - 7.1i **Website Privacy Notice** – re-adopted
 - 7.1j **Website Accessibility Statement** – re-adopted
8. **Finance**
 - 8.1 **Financial Report** – to receive the report and the year-end budget monitoring for information
 - 8.2 **Invoices for payment** – to consider invoices for payment itemised and the payment schedule sheet
 - 8.3 **Budget Monitoring Review** – to consider overspends and underspends
 - 8.4 **Bank Reconciliation** – to consider and agree on Bank reconciliation with bank statements.
 - 8.5 **Budget for 2024-25** – to consider and agree ready for December Precept application to CDC
 - 8.6 **Clerk Wages Increase** – 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 **Internal Auditor** – to acknowledge and acceptance of Elaine Anstee to complete the Internal Audit for 2023-24
- 8.8 **Fixed Assets** – to review the condition of the fixed assets

9. Parish Matters

- 9.1 **Environment Agency** – update (DB)
- 9.2 **Allotments** – update (Clerk)
- 9.3 **Flooding** – update (DB)
- 9.4 **Bicester Police Rural Resilience Group** – update (DF)
- 9.5 **Village Hall Play Equipment** – to discuss the future of the play area

10. Highways

- 10.1 **SE Relief Road** – update (DB)
- 10.2 **Safer Wendlebury** – update (DB)
 - 10.2a **Speed Watch** – update (DF)
- 10.3 **S101 Grass Cutting Agreement** – to acknowledge and acceptance of the OCC agreement

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** – received email update
<https://www.wendleburypc.org.uk/wp-content/uploads/2023/09/Tritax-update.pdf>
- 11.2 – **Local Plan 2040** – Wendlebury has responded, can be view on the below website link
<https://www.wendleburypc.org.uk/wp-admin/post.php?post=14724&action=edit>

Planning Applications New: - to note

- 11.3 **23/02847/F** – College Farm, Main Street, Wendlebury, OX25 2PR – **The construction and siting of 2 no. self-catering holiday let straw bale cabins, associated change of use and associated works including access track, decking and a sewage treatment plant. NO OBJECTION**
- 11.4 **23/02775/F** – Elm Tree Farm, Main Street, Wendlebury, OX25 2QA, - **Change of use of part of agricultural field for use as a dog walking area. NO OBJECTION**
- 11.5 **23/02803/F** – The old Barn, College Farm, Main Street, Wendlebury, OX25 2PR – **Erection of a single storey glass extension. NO OBJECTION**

Planning Applications Pending: - to note

- 11.6 **23/02380/F** – East of Kyleburn and West of Manor Farm, Main Street, Wendlebury – **Change of Use of agricultural paddock to secure dog walking area and associated works (including small area of hardstanding and agricultural fencing) NO OBJECTION**
- 11.7 **21/02735/F** – Wendlebury Park Farm, Wendlebury Road, Chesterton, OX25 2PE – **Extension to existing Commercial Building and detached stables with Integrated Store.**
- 11.8 **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 Application Decisions: – to note

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

- **The Rural Bulletin**
- **CDC Bulletin updates**
- **Healthwatch**
- **Tracy OCC** – Footpath by the Solar Farm

Items for information or next Agenda only – all items for the next agenda are to be submitted to

the Clerk by 12th January 2024

Date of next meeting – Thursday 25th January 2024 at 7.30 pm - Wendlebury Village Hall