

WENDLEBURY PARISH COUNCIL

To Members of the Council: you are summonsed to attend the Meeting of Wendlebury Parish Council on Thursday 28th March 2024 in Wendlebury Village Hall at 7.00pm

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 25th January 2024, 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 **Precept for 2024-25** – has been accepted by CDC £7,681.00 3% increase from last year. The first half payment will be on 10th April and the second half payment will be on 11th September 2024.
 - 6.2 **Adrain Redford** – has been set up as a signatory on Lloyds Bank – Thank you to Cllr Blake for sorting this out
7. **Governance**
 - 7.1 **Policies** – New and re-adopted policies to be considered and agreed
 - 7.1a **Financial Regulations** – re-adopted
 - 7.1b **Complaints Procedure** – re-adopted
 - 7.1c **Freedom of Information Introduction & Publication Scheme** – re adopted
 - 7.1d **Gifts & Hospitality Policy** – re-adopted
 - 7.1e **Grants Policy** – New
 - 7.1f **Grievance Policy** – re-adopted
 - 7.1g **Office Protocol** – re-adopted
 - 7.1h **Protocol on Pre-application Meetings for Major Developments**
 - 7.1i **Reserve's Policy** – re-adopted
 - 7.1j **Risk Assessment** – re-adopted
 - 7.2 **New Vice-Chair** – to consider a new Vice-Chair
 - 7.3 **Co-Option** – to Co-opt James Daulton onto Wendlebury Parish Council
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 for March 2024** – to consider overspends and underspends
- 8.4 **Bank Reconciliation** – to consider and agree on bank reconciliation with bank statements.
- 8.5 **Reserve Amounts** – to consider and agree on moving money to the Savings account
- 8.5 **CLlr Chambers** – to agree that Cllr Chambers will now be taken off as Signatory to the Bank

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
- 9.6 **Draft Newsletter** – to consider and agree on the layout and information
- 9.7 **EZK329 - MANOR FARM BUNGALOW, MAIN STREET, BICESTER, OX25 2PS** – to discuss the ownership of the substation and agree that work can be done for the above property

10. Highways

- 10.1 **SE Relief Road** – update (DB)
- 10.2 **Safer Wendlebury** – update (DB)
 - 10.2a **Speed Watch** – update (DF)

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
 - 11.1a **Potential Traffic Calming Measures** – to acknowledge the traffic Calming details which Tritax have sent
- 11.2 – **Local Plan 2040** – Wendlebury has responded, which can be viewed 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 **23/02399/REM** – Land Nth of Bicester Ave Garden Centre, Oxford Road, Bicester, **Reserved matters approval for 23/010580/OUT – details of access, appearance, landscaping, layout and scale relating to the proposed development of class E9(g)(i) (formerly B1(a)) office/commercial building and Class E(g)(ii) (formerly B1 (b)) Research and Development Units, plus associated car parking**

Planning Applications Pending: - to note

- 11.4 **23/03612/F** - Straw Barn, College Farm, Main Street, Wendlebury - **Variation of Condition 2 of 20/02859/F - to change the roof pitch from 12 to 15 degrees – NO OBJECTION**

Planning Application Decisions: – to note

- 11.5 **23/03611/F** - College Farm, Main Street, Wendlebury, Bicester, OX25 2PR - **Extension of an existing agricultural building.**
- 11.6 **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**
- 11.7 **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**
- 11.8 **23/02803/F** – The old Barn, College Farm, Main Street, Wendlebury, OX25 2PR – **Erection of a single storey glass extension. NO OBJECTION**
- 11.9 **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**
- 11.10 **21/02735/F** – Wendlebury Park Farm, Wendlebury Road, Chesterton, OX25 2PE – **Extension to existing Commercial Building and detached stables with Integrated Store.**

- 11.11 **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**

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

- **OCC, Tree Cutting Schedule & Mao** – Circulated
- **Tim Darch - Oxford** – Circulated on 22/01/24
- **Neighbourhood Plan - Heyford** – Circulated on 22/01/24
- **Rural** – Circulated Weekly
- **Parish online News** – Circulated 07/02/24
- **Police & Crime Bulletin** – Circulated on 25/01/24
- **Healthwatch** – Circulated
- **CDC Budget Consultation** – circulated on 27/11/23
- **OCC Newsletter** – Circulated 07/02/24
- **Cherwell Parish Bulletin** – Circulated 29/02/24
- **OCC – Communities News** – Circulated 29/02/24

Items for information or next Agenda only – all items for the next agenda are to be submitted to the Clerk by 20th May 2024

Date of next meeting – Thursday 30th May 2024 at 7.00 pm - Wendlebury Village Hall