

# Kidlington Parish Council

Exeter Hall, Oxford Road, Kidlington OX5 1AB

Tel: 01865 372143 [www.kidlington-pc.gov.uk](http://www.kidlington-pc.gov.uk)



## Minutes of the Meeting of Kidlington Parish Council

held at Exeter Hall and on Zoom at 7.30pm on Thursday 9 May 2024

**Present:** Cllr Naveed Barakzai Pace, Cllr David Betts, Cllr William Easdown Babb, Cllr Alan Graham, Cllr Fiona Mawson, Cllr Lesley Mclean, Cllr Ian Middleton, Cllr Melanie Moorhouse, Cllr David Robey, Cllr Alison Street, Cllr David Thurling, Cllr Nik Soheili, Cllr Linda Ward, Cllr Doug Williamson, Cllr Phil Wyse.

**In Attendance:** Clerk – Rachel Faulkner, 1 member of the public.

**Apologies:** None received

**On Line:** 4 on line for part of the meeting.

**24/031 Election of Chair** – Cllr Lesley McLean was elected as Chair of Kidlington Parish Council for the council year 2024/25.

The Council gave a vote of thanks to the outgoing Chair, Cllr David Robey for his service to the Council and the community. Cllr Robey wished to record his thanks to the councillors and staff for their hard work and support during his time in office  
Cllr McLean signed the declaration of acceptance of office.

**24/032 Election of Vice Chair** – Cllr David Robey was elected as Vice Chair of Kidlington Parish Council for the council year 2024/25.

**24/033 Declaration of interests** – none declared

**24/034 Public Participation** – no members of the public wished to speak.

**24/035** The Council resolved that the minutes of the extraordinary meeting of the Council on 25 April were a correct record and they were signed by the Chair. The minutes of 4 April require some alterations and will be presented at the next meeting of the Council on 27 June.

**24/036** A named vote was called regarding the submission to CDC responding to the proposal for the erection of a stadium at land To The East of Stratfield Brake and West of Oxford Parkway Railway station.

**For:** Cllr Naveed Barakzai Pace, Cllr David Betts, Cllr William Easdown Babb, Cllr Alan Graham, Cllr Ian Middleton, Cllr Melanie Moorhouse, Cllr David Robey, Cllr Alison Street, Cllr David Thurling, Cllr Nik Soheili, Cllr Doug Williamson

**Against:** Cllr Phil Wyse

**Abstain:** Cllr Fiona Mawson, Cllr Lesley Mclean, Cllr Linda Ward

**24/037** The Council **RESOLVED** to accept the new committee structure and the Terms of Reference of the new committees. An addition was made to the ToRs for the Community Committee to include 'To monitor and facilitate the use of KPC's buildings and open spaces'.

- 24/038** The Council **RESOLVED** to formally adopt the Calendar of Meetings for the 2024/25
- 24/039** The Council reviewed and **RESOLVED** to adopt statutory policies:
- a. Standing Orders
  - b. Publication Scheme
 

**Actions:** the Clerk was asked to enquire if personal addresses could be redacted  
The Clerk to ensure all member's Registers of Interest be included on the KPC website. To include a date for review of scheme.
  - c. Health and Safety Policy.
  - d. Scheme of Delegation.
- 24/040** The Council discussed committee membership and **RESOLVED** the following:
- Development and Strategy Committee (8)**  
Cllr Lesley McLean (Chair), Cllr David Betts, Cllr Will Easdown Babb, Cllr Alan Graham, Cllr David Robey, Cllr David Thurling (Vice), Cllr Linda Ward, Cllr Phil Wyse.
- Finance and Assets Committee (8)**  
Cllr Nik Soheili (Chair), Cllr David Betts, Cllr Alan Graham, Cllr Ian Middleton, Cllr Lesley McLean (Vice), Cllr Alison Street, Cllr David Thurling.
- Community Committee (8)**  
Cllr Alison Street (Chair), Cllr Nav Barakzai Pace, Cllr Fiona Mawson, Cllr Lesley McLean, Cllr Melanie Moorhouse, Cllr Nik Soheili, Cllr Doug Williamson, Cllr Phil Wyse.
- 24/041** The Council **RESOLVED** to appoint the following members to Working Groups/Sub Committees that report to Full Council:
- Exeter Close Working Group**  
Cllr David Betts, Cllr Lesley McLean, Cllr Alison Street, Cllr David Robey, Cllr Phil Wyse
- Communications Group**  
Cllr Melanie Moorhouse, Cllr Will Easdown Babb, Cllr Phil Wyse, Cllr Nav Barakzai Pace
- 24/042** The Council **RESOLVED** to appoint the following members to represent KPC on external bodies:
- Kidlington Recreational Trust (KRT)** – Cllr Nav Barakzai Pace, Cllr Phil Wyse  
**Kidlington Eco Group (KEG)** – Cllr Fiona Mawson, Cllr Alison Street, Cllr Doug Williamson  
**Kidlington Connections (formerly Voice)** - Cllr Phil Wyse  
**Oxford Airport Consultative Committee** – Cllr David Thurling, Cllr Nik Soheili  
**Oxfordshire Association of Local Councils (OALC)** – Cllr Lesley McLean  
**Parish Transport Representative** – Cllr Alan Graham  
**St Mary's Fields Management Committee** – Cllr David Thurling, Cllr Doug Williamson  
**Stratfield Brake Liaison** – Cllr Phil Wyse, Cllr Lesley McLean, Cllr David Betts
- I've only got Phil Wyse on this but are DB, DR, LMC, AG still on it? – it's not really an external body so it should be a Sub Committee of Assets really
- Traffic Advisory Committee (TAC)** – Cllr Alan Graham, Cllr David Betts, Cllr David Thurling  
**Police Liaison Committee** – Cllr Melanie Moorhouse
- 24/043** The Council **RESOLVED** to accept the Councillors Allowance. Members were reminded that they would automatically receive the allowance unless they opted out in writing to the Clerk.
- 24/044** The Council considered KPC's Risk Register and **RESOLVED** to adopt it. For review annually.

- 24/045** The Council **RESOLVED** to adopt the Councillor’s Code of Conduct and abide by the principles.
- 24/046** The Council reviewed and **RESOLVED** to sign a Deed of Dedication and Consent between KPC/GWE and Oxfordshire County Council relating to land at Stratfield Brake to enable new cycle paths.
- 24/047** The Council considered a S137 Grant for Daybreak Dementia Centre and **RESOLVED** to support the organisation with a grant of £5000.
- 24/048** The Council considered the minutes of standing committees and consider any recommendations.  
 Planning Committee on 11 April 2024 – moved by Cllr David Thurling  
 Community on 18 April 2024 – moved by Cllr Alison Street  
 Personnel on 25 March and 24 April 2024 – moved by Cllr David Robey  
**Recommendation:**  
 To edit the Scheme of delegation  
 To approve documents relating to Personnel  
**Actions:**  
 To schedule quarterly meetings of the Personnel Committee  
 To conduct annual appraisals of all staff  
 To ensure all policies have a clear provenance and editing identified
- 24/049** The Council **RESOLVED** to accept the recommendation of the Communications Working Group and accept a quote from Janet Eustace to facilitate workshops with members to create a Strategic Plan for the Council. Members agreed to hold the first session on Tuesday 21 May between 5.30 and 8.30pm – venue to be decided.
- 24/050** The Council considered a motion brought by Cllr Linda Ward and **RESOLVED** the following:  
 In the light of the fact there are two conflicting ecology reports in the planning application for the stadium, the Council feels that more independent information is required. The Council should write to TVERC asking the Oxfordshire Biodiversity Officer whether the land known as the Triangle should be on the County’s list of local wildlife sites. They also **RESOLVED** to write to Natural England to ask if they could provide bespoke advice on the Planning Application.  
 A named vote was requested.  
 For: Cllr Naveed Barakzai Pace, Cllr William Easdown Babb, Cllr Alan Graham, Cllr Fiona Mawson, Cllr Ian Middleton, Cllr Melanie Moorhouse, Cllr David Robey, Cllr Alison Street, Cllr David Thurling, Cllr Nik Soheili, Cllr Linda Ward, Cllr Doug Williamson, Cllr Phil Wyse  
 Against: none  
 Abstain: Cllr David Betts, Cllr Lesley McLean
- 24/051** The Council considered a motion brought by Cllr Ian Middleton asking that the Council changes its operating system to Microsoft 365. It was **RESOLVED** to set up a Working Group to consider the options. The group comprises Cllrs Ian Middleton, Nav Barakzai Pace, Will Easdown Babb, Phil Wyse and Nik Soheili along with the Clerk and other KPC staff.

**The meeting closed at: 9.25pm**