

# ADDERBURY PARISH COUNCIL

TUESDAY 30 OCTOBER 2018

Clerk & Responsible Financial Officer

Theresa Goss  
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23 October 2018

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 30 October 2018 at 7.30pm** at the **Church House, High Street, Adderbury** to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors Christine Heath, Andrew McHugh and Mike Bishop and County Councillor Arash Fatemian are also invited to attend.

T.Goss  
Clerk to the Parish Council

## A G E N D A

1. **Welcome** – The Chairman to welcome members of the public to the meeting and advise on the procedure for the recording of meetings.  
**7.30pm**
2. **Apologies for absence** - To receive any apologies for absence from the meeting.  
**7.30pm**
3. **Declarations of Interest** - Members are asked to declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

**Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.**  
**7.30pm - 7.35pm**

4. **Minutes** – To consider the minutes of the meeting held on 11 September 2018 any matters arising from those minutes. **(To follow)**  
**7.35pm – 7.45pm**
5. **Chairman's Announcements**
  - Update on the progress with the Ice House and footpath repair projects at Adderbury Lakes.
  - Update on the progress with the Friends Meeting House project.
  - Report back on Community Infrastructure Fund meeting held on 5 September 2018.
  - Update on the Oxfordshire County Council 'Commitment to Thriving Communities' Meeting held on 4 October 2018.
  - To note the £50 donation from the Adderbury and Milton Royal British Legion for the Silent Soldier.
  - To note that Cherwell District Council's Parish Liaison Meeting is being held on 7 November 2018.**7.45pm – 7.50pm**

6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.  
**(10 minutes maximum/3 minutes per person)**  
**7.50pm – 8:00pm**
7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors.  
**8.00pm – 8.10pm**
8. **Planning**
  - i) Planning Applications - To note the planning applications considered by the Parish Council since the last meeting. **(Report to follow)**
  - ii) Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(Report to follow)**
  - iii) Planning Application 18/00220/F – To receive an update on the progress of discharge of the pre-commencement conditions. **(Report to follow)****8.10pm – 8.25pm**
9. **Village Matters**
  - i) FOCAL – To receive a report on the work at FOCAL **(Report to follow)**
  - ii) Working for Adderbury Community (WFAC) – To receive a progress report. **(Report to follow)**
  - iii) Forest Schools Project – To receive an update on the progress of this project. **(Report to follow)**
  - iv) Road drainage Issues – To receive an update on the meeting held with Nicholas Watson from Oxfordshire County Council. **(Report to follow)**
  - iii) Defibrillator for Adderbury – To note that the Defibrillator has been purchased and discuss how to allocate the remaining funds. **(Report to follow)**
  - iv) Traffic Calming Working Group – To receive a report on the meeting of the Traffic Calming Working Group. **(Report to follow)****8.25pm – 8.45pm**
10. **Parish Council Matters**
  - i) Committee Minutes and Recommendations. If Councillors have any queries on the minutes and decisions of the Committees, please contact the Clerk prior to the Parish Council meeting
    - Environment Committee – To note that there had not been a meeting of the Committee since the last meeting of the Parish Council and appoint new two members to the Committee.
    - Staffing Committee – To note that there had not been a meeting of the Committee since the last meeting of the Parish Council.
  - ii) Councillors Training Courses – The following training courses are available to Councillors:
    - Planning, How Town and Parish councils fit into the planning system and how to make effective responses to planning applications – Thursday 15 November 2018 at Committee Rooms 1 and 2, Woodgreen Office, West Oxfordshire District Council, Witney (half day).
  - iii) Parish Council Surgeries – To receive a report on the issues reported at the last Parish Council Surgery.

Surgeries are held on the first Saturday on the month at the Church House, Adderbury, from 11am to 12 noon.

- iv) Health and Safety - To receive a report on:
  - the play area inspection at The Rise from Councillor Steven Cox;
  - the play area inspection at the Lucy Plackett Playing Field from Councillor Ann Lyons; and
  - Adderbury Lakes from Councillor Diane Bratt
- v) Strategic Plan 2018-2021 – To approve the Strategic Plan for 2018-2021. **(Report to follow)**
- vi) Walled Garden Allotments – To consider:
  - a) a request from the tenant of plot 3 to erect a shed and greenhouse; and
  - b) re-consider the decision to terminate the tenancy of the tenant of plot 1. **(Report to follow)**

**8.45pm – 9.00pm**

#### 11. Finance

- i) Approval of Accounts for Payment - To approve the accounts for payment. **(Report to follow)**
- ii) Bank Reconciliation and Financial Report - To note the bank reconciliation and financial report. **(Report to follow)**
- iii) Members' Allowances Scheme 2019/2020 – To consider the current Scheme and make any suggestions to Cherwell District Council for the 2019/2010 Scheme. **(Report to follow)**
- iv) Section 106 Funds – To note the Section 106 funds which have been allocated to Adderbury and are held at Oxfordshire County Council and Cherwell District Council. **(Report to follow)**

**9.00pm – 9.15pm**

- 12. **Correspondence** - Items of correspondence will be circulated to members. **9.15pm**

#### **The Lucy Jane Plackett Charity**

- 13. **Play Equipment Repairs** – To consider the quote from Playdale to repair the play equipment in the Lucy Plackett Playing Field. **(Report to follow)** **9.15pm – 9.20pm**

- 14. **Meeting Dates** – Future meeting dates be agreed as follows and will commence at 7.30pm at the Church House, Adderbury, unless stated otherwise:

- 27 November 2018
- 15 January 2019
- 26 February 2019
- 26 March 2019
- 30 April 2019

**9.20pm**

- 15. **Items for the Future Agendas/Items of Information**

- Boreholes in Adderbury Cemetery
- LAP/LEAP/Community Areas, Adderbury Fields

**9.20pm**