

ADDERBURY PARISH COUNCIL – SUMMARY OF DECISIONS

TUESDAY 19 MAY 2020

Clerk & Responsible Financial Officer
Theresa Goss
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This is a summary of the decisions and not the formal minutes of the virtual Annual Meeting of Adderbury Parish Council held on Zoom on 19 May 2020.

If you require further information on the meeting, please contact the Clerk to the Parish Council, Theresa Goss on 01295 710965, during normal office hours.

PRESENT: Chairman Councillor Diane Bratt; Councillors Rod Head, Sue Jelfs, Ann Lyons, Keith Mitchell, Martin Rye and Laura Walker.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), Trish Fennell, County Councillor Arash Fatemian, District Councillors Mike Bishop and Andrew McHugh and two members of the public.

SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting.
2. **Apologies for absence** – Sheila August and Andy Millard. District Councillor Christine Heath. Councillor Garrad Millier was not present.
3. **Suspension of Standing Orders** – Standing Order 5f was suspended for the next item only.
4. **Appointment of Chairman 2020/2021** – Councillor Diane Bratt was appointed as Chairman.
5. **Appointment of Vice-Chairman 2020/2021** – Councillor Keith Mitchell was appointed as Vice-Chairman.
6. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field.
7. **Minutes & Matters Arising** – The minutes of the meeting held on 21 April 2020 were approved. No matters arising.
8. **Chairman's Announcements**
 - Community Governance Review – Statement approved to be published in the village.
 - Commencement of works on the Milton Road land – Statement approved to be published in the village.
 - Dog fouling signs in the Lucy Plackett Playing Field – Signs to be purchased.
9. **Open Forum** – None.
10. **Reports from County and District Councillors** – Verbal reports from the County Councillor Arash Fatemian and District Councillor Andrew McHugh.
11. **Planning**
 - i) Planning Applications - The planning applications considered by the Parish Council since the last meeting were noted and comments approved.
 - ii) Results of Planning Applications - The results of planning applications determined by Cherwell District Council's Planning Committee were noted.

- iii) Milton Road Project (Planning Application 19/02796/F) – The Chairman and Clerk were authorised to continue progressing of the pitch area, working with Clark’s Drainage (the company appointed by APC) and continue the management of the land, to complete payments for this work when invoices are presented between Parish Council meetings and to continue working with the Architect to progress the Planning Application for Phase 2 of the project. The Parish Council also commissioned a survey of all utilities for connection to the site, from Latham’s Architects as the next step for the project.
- iv) 20/01073/F, OS Parcel 0080 West of Berryhill Road adjoining and South of Milton Road, Adderbury - Use of site for recreational caravan park to include a new amenity building containing reception, toilets, showers and washing facilities – Application withdrawn by applicant.
- v) 20/01078/F, 9 Walton Avenue, Twyford, construction of a garage – Objection.

12. Village Matters

- i) FOCAL – Report noted.
- ii) Working for Adderbury Community (WFAC) – Report noted.
- iii) Annual Parish Meeting (APM) 2020 – Meeting cancelled for 2020.

13. Parish Council Matters

- i) Vacancies – No applications.
- ii) Parish Council Documents – Approved.
- iii) Appointment of Council Representatives & Council Committees and Working Groups/Review of Subscriptions/Insurance – Approved.
- iv) Committee Minutes – The Environment Committee minutes from the meeting held on 05.05.20 were noted and the recommendations approved.

14. Finance

- i) Accounts for Payment – The accounts for payment were approved.
- ii) Bank Reconciliation & Financial Report – Noted.
- iii) Statement of Internal Control 2019/2020 – Approved.
- iv) Review of the Effectiveness of the Internal Audit 2019/2020 – Approved.

15. Correspondence – None

The Lucy Jane Plackett Charity
(No items)

16. Public and Press – The press and public were excluded for item 17.

17. The Leys – No update.

18. Meeting Dates - Future meeting dates are as follows and would commence at 7.30pm at the Church House, Adderbury, unless stated otherwise:

- 30 June 2020
- 28 July 2020
- No meeting in August 2020

- 8 September 2020
- 27 October 2020
- 24 November 2020
- No meeting in December 2020
- 12 January 2021
- 25 February 2021
- 30 March 2021
- 27 April 2021
- 18 May 2021

19. **Items for the Next Agenda (Items of Information Only)**

- Adderbury & Milton Feoffees
- Traffic Calming