

ADDERBURY PARISH COUNCIL

TUESDAY 21 APRIL 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 meeting of Adderbury Parish Council held on Zoom on 21 April 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 Steven Cox, Sue Jelfs, Ann Lyons, Martin Rye and Laura Walker.

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

SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting.
2. **Apologies for absence** – Trish Fennell and Parish Councillors Rod Head, Andy Millard and Keith Mitchell. District Councillors Mike Bishop and Christine Heath. Councillor Sheila August and Garrad Millier were not present.
3. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field. Other interests detailed in the minutes.
4. **Minutes & Matters Arising** – The minutes of the meeting held on 25 February 2020 were approved. No matters arising.
5. **Chairman's Announcements**
 - Postponement of all Council Elections until May 2021, which meant that the terms of office for all Parish Councillors were extended for one year, until that Election.
 - Parish Council Surgeries had been cancelled for the foreseeable future due to the Covid-19 Pandemic.
 - Lucy Plackett play area, The Rise play area and Adderbury Lakes were all closed due to Covid-19 Pandemic.
 - Working for Adderbury Community/Biodiversity Project in the village. Brief updates had previously been emailed to Councillors. There was no report from FOCAL.
 - Annual Parish Meeting (APM) 2020 – Had been due to be held on Thursday 9 April 2020, but had been postponed due to Covid-19. It was hoped it may be held at the end of May 2020, but a decision would be made nearer the time.
6. **Open Forum** – None.
7. **Reports from County and District Councillors** – Reports from the County Councillor Arash Fatemian and District Councillor Andrew McHugh had been circulated.
8. **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 and working with Clark's Drainage (the company appointed by the Parish Council) and to continue the management of the land and the Chairman, Clerk and Vice-Chairman were authorised to continue working with the Architect to progress the Planning Application for Phase 2 of the project.
- iv) 19/01047/OUT, Hallam Land Management Ltd, Land North East of Oxford Road West of Oxford Canal and East of Bankside, Banbury – Objection.

9. **Village Matters** - None

10. **Parish Council Matters**

- i) Emergency Executive – The Parish Council delegated authority to the Chairman, Vice-Chairman and Proper Officer to take any decisions on behalf of the Parish Council, during the Covid-19 crisis, if a Parish Council meeting is unable to be held, either virtually or physically.
- ii) Vacancy – No applications.
- iii) Committee Minutes – The Staffing Committee minutes from the meeting held on 25.02.20 were noted and the recommendations approved.
- iv) Structure at the Walled Garden Allotments – Approved.

11. **Finance**

- i) Accounts for Payment – The accounts for payment were approved.
- ii) Bank Reconciliation & Financial Report – Noted.
- iii) Accounts 2019/2020 – The Annual Governance Statement 2019/2020 - Section 1, the Accounting Statements for 2019/2020 and the Receipts & Payments Account as at 31 March 2020 were approved.

12. **Correspondence** – None

The Lucy Jane Plackett Charity
(No items)

13. **Public and Press** – The press and public were excluded for item 14.

14. **The Leys** – Actions as recommended by the Solicitor were approved.

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

- 19 May 2020

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

- Statement of Internal Control 2019/2020
- Review of the Effectiveness of the Internal Audit 2019/2020