

# ADDERBURY PARISH COUNCIL – SUMMARY OF DECISIONS

TUESDAY 27 APRIL 2021

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
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This is a summary of the decisions and not the formal minutes of the Adderbury Parish Council meeting held on Zoom on 27 April 2021.

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 Ian Bailey, Rod Head, Sue Jelfs, Oliver Ighani, Ann Lyons, Andy Millard, Martin Rye and Laura Walker.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), Trish Fennell and five members of the public.

## SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting.
2. **Apologies for absence** – Parish Councillor Sheila August, Jamie Cox and Stephen Walsh.
3. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field.
4. **Minutes & Matters Arising** – The minutes of the meeting held on 30 March 2021 were approved.
5. **Chairman's Announcements**

- Elections – The Parish Council Elections on 6 May 2021 were an uncontested election and nine Councillors would form the new Parish Council and come into office on 10 May 2021.

The Chairman thanked those Councillors who were standing down for all their work, in particular Councillor Martin Rye for all his efforts and hard work for the Parish Council for over 14 years. The Adderbury community had benefitted significantly from everything he had been involved with, especially his work on the recent traffic calming project.

- Lake House, Lake Walk, Adderbury – Meeting with The Orders of St John Care Trust had been held and another meeting was scheduled for 5 May 2021. The Chairman would attend the meeting.
- 19/00963/OUT –for 40 houses on Berry Hill Road, Adderbury (OS Parcel 9100 Adjoining and East of last house adjoining and North, Adderbury). The Appeal hearing has been postponed by the Planning Inspectorate.
- Plot 37, Henge Close, Adderbury – Application approved by Cherwell District Council for one dwelling.
- Sydenham Close Amenity Area – There had been a meeting with the owners, Persimmons and work to rectify the damage caused by their contractors, as well as work to bring it up to an adoptable state, would be completed. A further meeting was scheduled for 5 May, which the Chairman would attend.
- Footbridge – Repairs to the footbridge in the Lucy Plackett Playing Field would be undertaken by the County Council later in the year, however following some recent vandalism, maintenance would be

completed shortly.

- Horn Hill Road Well – Repairs had been completed following the vandalism to the well and quotes for further work would be considered later in the meeting.
- Cemetery Gates – These were being removed from 7 to 14 May 2021 for maintenance works.
- Litter Pick – Saturday 5 June 2021 and the WI would be organising the event.

6. **Open Forum** – Five residents addressed the Parish Council. Details would be included in the minutes.

7. **Reports from County and District Councillors** – No report from County Councillor Arash Fatemian or the District Councillors.

## 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.

## 9. **Village Matters**

- i) Traffic Calming – Noted. Work on chicanes and closure of western arm of Milton Road/Horn Hill Road junction starting on 28 June 2021 and there would be a road closure in place from that time until 30 July 2021.

OCC were due to commence drainage works on Oxford Road.

- ii) FOCAL – Noted.

- iii) The Milton Road Community Project – The progress report from the WFAC Working Group was noted, the project would continue to be progressed by the Clerk, Chairman and Architect.

- iv) Dog Waste Bin – Deferred whilst a suitable location was determined.

- v) New Bench – Approved and a bench survey would also be undertaken.

- vii) Community Engagement – Deferred.

## 10. **Parish Council Matters**

- i) Walled Garden Allotments – Termination of the tenancy was approved, if there were no improvements to the condition of the plot.

- ii) Committee Minutes and Recommendations – No meetings.

- iv) Health and Safety

- The Rise Play Area – Issues with bridge and safety surfacing, which were being dealt with.
- Lucy Plackett Play Area – No issues, except waiting for a quote for the maintenance to the safety surfacing.
- Adderbury Lakes – No issues and fully open except the Deer Walk.

- v) Parish Council Meetings Post 7 May 2021 - In response to the Covid-19 situation, Adderbury Parish Council believes it is not safe to hold a physical Parish Council meeting.

The Parish Council agrees to grant the Clerk and Responsible Financial Officer, delegated authority to make decisions on behalf of the Parish Council, where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline.

The delegation does not extend to matters expressly reserved to the Parish Council in legislation or in its Standing Orders or Financial Regulations.

Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first physical meeting of the Parish Council, or upon changes to Government legislation, whichever is the soonest'

11. **Finance**

- i) Accounts for Payment – The accounts for payment were approved.
- ii) Bank Reconciliation – Noted.
- iii) Financial Report – Noted
- iv) Accounts 2020/2021 – AGAR and Receipts and Payments for 2020/2021 approved.
- v) Internal Audit 2020/2021 Final Report – Noted the report and recommendations.
- vi) Bank Account Signatories – Clerk and Councillors Diane Bratt, Rod Head, Oliver Ighani and Laura Walker.

12. **Correspondence** – One item to be detailed in the minutes.

**The Lucy Jane Plackett Charity**  
(No Items)

13. **Meeting Dates** - Future meeting dates are as follows and would commence at 7.30pm on Zoom during the current meeting restrictions, unless stated otherwise:

- 18 May 2021
- 29 June 2021
- 27 July 2021
- 14 September 2021
- 26 October 2021
- 30 November 2021

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

- Memberships of Committee/Outside Bodies and Co-options to Committees
- Co-options onto the Parish Council
- General Power of Competence
- Quote for Works at Adderbury Cemetery
- Monitoring of brambles at the Lucy Plackett Playing Field
- Dog waste bin on Oxford Road
- Community Engagement
- Bench Survey