

ADDERBURY PARISH COUNCIL – SUMMARY OF DECISIONS

TUESDAY 30 NOVEMBER 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 30 November 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 Jacky Atkinson, Simon Davies, Rod Head, Oliver Ighani, Sue Jelfs, Ann Lyons and Lucy Wells.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer) and four members of the public.

SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting, especially the new Councillor Jacky Atkinson and Simon Davies.
2. **Apologies for absence** – Parish Councillors Jackie Head, Andy Millard and Laura Walker. District Councillors Mike Bishop, Andrew McHugh and Adam Nell. Trish Fennell.
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 26 October 2021 were approved.
5. **Chairman's Announcements**
 - Thanks to Mr Bob Meadows for his work leading on the Community Speedwatch Scheme.
6. **Open Forum** – Residents addressed the Parish Council and details would be included in the minutes.
7. **Reports from County and District Councillors** – Report from District Councillor Andrew McHugh.
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) FOCAL – There was no report on FCOAL.
 - ii) The Milton Road Community Project – The Chairman and Clerk were authorised to continue the management of the land and the pitch area including the mowing and other requirements like fertiliser and spraying of weeds.; the Project Management Team were authorised to continue working with the WFAC residents' group to progress the Building Phase of the project; and the Chairman and Architect were authorised to continue to work on the discharge of planning conditions.

10. Parish Council Matters

- i) **Delegated Authority to the Clerk and Responsible Financial Officer** – In response to the Covid-19 situation, if the Government restrictions prevent physical meeting being held, 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 decisions cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline, preferably following a Parish Council meeting held on-line.

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.

- ii) **Community Governance Review** – The Parish Council does not want the Parish boundary changed and believes there is no actual requirement to do this, especially as it currently provides sufficient area between Adderbury and Banbury/Bodicote to prevent coalescence. This area forms part of the Local Gap in the Adderbury Neighbourhood Development Plan - AD5: Local Gaps and should not be made smaller by any movement of the Parish Boundary.

The Parish boundary currently runs along the south side of the existing field entrance and farm drive and the Parish Council requests that developers are required to plant a substantial hedge and tree belt on the Parish boundary as part of the conditions for the development.

- iii) **Civility and Respect Project** – Agreed to support the initiative and adopt the anti-bullying and harassment statement.
- iv) **Parish Council Surgery** – Noted. The next two surgeries were being held on Saturday 11 December 2021 and Saturday 8 January 2022. They would resume on the second Saturday in February 2022.
- v) **Environment Committee Membership** – Councillor Simon Davies was appointed to the Committee.
- vi) **Committee Minutes and Recommendations** – No meetings of the Environment and Staffing Committees since the last meeting of the Parish Council.
- vii) **Health and Safety**
- The Rise Play Area – Annual Inspection noted.
 - Lucy Plackett Play Area – Annual Inspection noted.
 - Adderbury Lakes – No new issues.

11. Finance

- i) **Accounts for Payment, Income & Bank Reconciliation** – The income, bank reconciliation and accounts for payment were approved.
- ii) **Financial Report** – Noted.
- iii) **Parish Council Budget 2022/2023** – Budget was approved and Precept at £50,194 (increase of 2.1%) was approved.
- iv) **Internal Audit 2021/2022** – Auditing Solutions Ltd were appointed.

12. Correspondence – None.

The Lucy Jane Plackett Charity
(No items)

13. **Press and Public** – Excluded.
14. **Grass Cutting & Maintenance Contracts for 2022/2023** - The contracts were awarded as follows:
- Lucy Plackett Playing Field – Fourth Corner Ltd
 - Village areas and highways verges – Thomas Fox Landscaping Ltd
 - Milton Road Field – Deferred to January 2022
 - Adderbury Lakes – Design Grow
 - Allotments and Cemetery – Fourth Corner Ltd
15. **Meeting Dates** - Future meeting dates are as follows and would commence at 7.30pm in Church House, High Street, Adderbury.
- 11 January 2022
 - 15 February 2022
 - 29 March 2022
 - 12 April 2022 (Annual Parish Meeting)
- 17 **Items for the Next Agenda (Items of Information Only)**
- Monitoring of brambles at the Lucy Plackett Playing Field
 - Bench Survey – Rod Head
 - Area for Exercising Dog in the Lucy Plackett Play Field
 - 20mph Limits for Adderbury (Councillor Rod Head)