

ADDERBURY PARISH COUNCIL

TUESDAY 18 OCTOBER 2022

Clerk & Responsible Financial Officer

Theresa Goss
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11 October 2022

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 18 October 2022 at 7.30pm** at Church House, High Street, Adderbury to transact the business set out in the Agenda below and you are summoned to attend.

The District Councillors Mike Bishop, David Hingley and Adam Nell and County Councillor Arash Fatemian are also invited to attend.

Members of the public are invited to attend the meeting, however please note that this will be for the purposes of viewing the meeting only and public participation will only be permitted during the Open Forum. The 3 minute public speaking rule, as per the Parish Council's Standing Orders, will apply.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome** – The Chairman to welcome members of the public and Councillors to the meeting.
7.30pm – 7.35pm
2. **Apologies for absence** - To receive any apologies for absence from the meeting.
7.35pm – 7.40pm
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.
7.40pm – 7.45pm

4. **Minutes** – To consider the minutes of the meeting held on 26 July 2022 and any matters arising from those minutes. **(Attached)**
7.45pm – 7.50pm
5. **Chairman's Announcements**
7.50pm – 7.55pm
6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
7.55pm – 8.05pm
7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors. **8.05pm – 8.15pm**

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) Proposed Base Station Installation Upgrade at Cornerstone 10873421 – To consider and make comments on a proposal for an upgrade to a monopole at Banbury Business Park. **(Information previously circulated)**
- iv) Planning Application 22/00959/REM – To discuss the reserved matters application for OS Parcel 9100 Adjoining and East of Last House adjoining and North of Berry Hill Road, Adderbury. **(Information previously circulated)**
- v) Working Arrangements at Cherwell District Council – To agree to query with Cherwell District Council, why Officers are continuing to work from home and are not available for face-to-face meetings.

8.15pm – 8.25pm

9. Village Matters

- i) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
- ii) The Community and Sports Centre Project (Milton Rd) - To receive a progress report on the building project and discuss the Section 106 funds held at Cherwell District Council, plus an update on the grant funding/fundraising organised by the Parish Council & Working for Adderbury Community (WFAC) Working Group. **(Report to follow)**
- iii) HM The Queen, Platinum Jubilee, 'The Queen's Green Canopy' – To agree locations for the 15 trees which have been ordered from the Woodland Trust. **(Report to follow)**
- iv) Replacement Bench – To discuss replacing the bench outside Christopher Rawlins Primary School.
- v) Ukrainian Refugees in Adderbury – To discuss arranging an event to welcome the Refugees to the Village.
- vi) Recycling bins on Banbury Road (A4260) – To agree to request the removal of the recycling banks in this layby, just outside Adderbury, due to the constant fly-tipping and littering in the area.
- vii) Wildflower Areas – To discuss signage for the wildflower areas in the village.
- viii) Parking In Croft Lane – To discuss the parking issues in Croft Lane.
- ix) Signage of The Green – To discuss the number of signs which are located on The Green.

8.25pm – 8.45pm

10. Parish Council Matters

- i) Parish Council Surgery – To note any issues raised at the Surgery held on 6 August, 10 September 2022 & 8 October 2022.
- ii) Parish Council Email Addresses – To discuss the Parish Council email addresses.
- iii) Health and Safety:-
 - To note the play area inspection at The Rise from Councillor Simon Davies;

- To note the play area inspection at the Lucy Plackett Playing Field from Councillor Simon Davies; and
 - To note the inspection at Adderbury Lakes from Councillor Diane Bratt.
- iv) Parish Council Newsletter – To discuss the contents of the next Newsletter.
- v) Parish Council Representative on Adderbury & Milton Feoffees – To discuss the Parish Council representative on the Feoffees.
- vi) Changes of Rules and Regulation for Burials at Adderbury Cemetery – To agree to amend the Rules and Regulations for Adderbury Cemetery to include an obligation that re-seeding or turfing a grave, once a burial has taken place, should be undertaken by the purchaser and agree that the purchaser should sign an agreement confirming that they will adhere to the Rules and Regulations. **(Current Rules and Regulations to follow)**
- vii) Walled Garden Allotments – To note an update on the progress with the issues at the Walled Garden Allotments.
- viii) OALC Executive Committee Nomination – To agree to nominate the Chairman as a representative on the OALC Executive Committee.

8.45pm – 9.05pm

11. Finance

- i) Approval of Accounts for Payment, Income, Uncashed Payments and Bank Reconciliation - To approve the accounts for payment and note the income received since the last meeting, the uncashed payments and the bank reconciliation. **(Reports to follow)**
- ii) Financial Report - To note the financial report. **(Report to follow)**
- iii) Budget Monitoring – To note the budget monitoring from 1 April 2022 – October 2022. **(Report to follow)**
- iv) Conclusion of External Audit – To note the conclusion of the External Audit for 2021/2022 and note the External Auditor's report. **(To follow)**
- v) External Auditor – To appoint an External Auditor for 2022/2023.
- vi) Remembrance Day Poppies – To agree funds for a display of poppies throughout village to commemorate those named on the War Memorial for Remembrance Day. **(Information previously circulated)**

9.05pm – 9.15pm

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

9.15pm – 9.20pm

The Lucy Jane Plackett Charity

(Three Items)

13. Trees in the Lucy Plackett Playing Field – To agree to cut back two trees in the Lucy Plackett Playing Field, following approval of an application to Cherwell District Council. **(Report to follow)**

9.20pm – 9.25pm

14. **Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for items numbered 15, 16 & 17 on the grounds that it could involve the likely disclosure of private and confidential information.
9.25pm
15. **Quotes for Play Equipment at the Lucy Plackett Playing Field** – To discuss a quote for a new climbing board for the play area at the Lucy Plackett Playing Field. **(Quote to follow)**
9.25pm – 9.30pm
16. **Quotes for Tree Survey** – To consider quotes for a new survey of the Parish Council trees in the village.
(Report to follow)
9.30pm – 9.35pm
17. **Lucy Plackett Playing Field and Railway Embankment** - To receive an update on registering the Parish Council's land on the railway embankment and the Lucy Plackett Playing Field and agree the costs associated with land registration.
9.35pm – 9.40pm
18. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm and Church House, High Street, Adderbury.
 - 29 November 2022
 - 17 January 2023**9.40pm**
19. **Items for the Future Agendas/Items of Information**
 - Induction for Councillors
 - Section 106 Funds
 - Day of Dance 2023
 - Walled Garden Allotments – To review the rents for 2023/2024.
 - Adderbury Cemetery – To review the burial fees for 2023/2024.**9.40pm**