

ADDERBURY PARISH COUNCIL

TUESDAY 18 JANUARY 2022

Clerk & Responsible Financial Officer
Theresa Goss
3 Tanners Close
Middleton Cheney
Banbury, OX17 2GD

adderburypc@hotmail.com
www.adderburypc.co.uk

5 January 2022

Dear Councillors,

A meeting of the Parish Council will be held on Zoom on **Tuesday 18 January 2022 at 7.30pm** to transact the business set out in the Agenda below and you are summoned to attend.

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

<https://us02web.zoom.us/j/87378280848?pwd=T01GY1ITS3FKZEtVUdDVIA0YUQzQT09>

Meeting ID: 873 7828 0848

Passcode: 708751

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 30 November 2021 and any matters arising from those minutes. **(Attached)**
7.45pm – 7.50pm

5. **Chairman's Announcements**
7.50pm – 8.00pm

6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)
8.00pm – 8.10pm
7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors. **8.10pm – 8.20pm**
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)**
8.20pm – 8.25pm
9. **Village Matters**
 - i) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
 - ii) The Milton Road Community Project - To receive progress reports on the building project and the progress made by the Working for Adderbury Community (WFAC) Working Group. **(Report to follow)**
 - iii) Signage on The Green – To discuss the issues of businesses locating signs on The Green.
(Report to follow)
 - iv) The Queen's Platinum Jubilee Beacons – To discuss this event to mark HM The Queen's Platinum Jubilee in June 2022. **(Information previously circulated)**
8.25pm – 8.40pm
10. **Parish Council Matters**
 - i) Parish Council Surgery – To note any issues raised at the Surgery held on 8 January 2022,
 - ii) Committee Minutes and Recommendations. If Councillors have any queries on the minutes and decisions of the Committees, please contact the Clerk prior to the Parish Council meeting
 - Environment Committee & Staffing Committee: There had not been a meeting of the Environment Committee or Staffing Committee since the last meeting of the Parish Council.
 - iii) Health and Safety:-
 - To note the play area inspection at The Rise;
 - To note the play area inspection at the Lucy Plackett Playing Field; and
 - To note the inspection at Adderbury Lakes from Councillor Diane Bratt.**8.40pm – 8.55pm**
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 report from April 2021 to January 2022.
(Report to follow)

- iv) Councillor to Monitor Financial Matters – To appoint a Councillor to monitor the Parish Council's financial matters, in conjunction with the Clerk and Responsible Financial Officer.
- v) Standing Orders and Financial Regulations – To discuss amendments to ensure they record a consistent value for formal tender action, ideally, given the average annual spend, at a lower value than currently recorded in the Financial Regulations.
- vi) Internal Audit 2021/2022, Interim Report – To note the interim report from the Internal Auditor.
(Report to follow)
8.55pm - 9.15pm

12. **Correspondence** - Items of correspondence will be circulated to members.
9.15pm – 9.20pm

The Lucy Jane Plackett Charity
(One item)

13. **Lucy Plackett Playing Field** – To discuss the issue of dogs being let off their leads and whether there is a suitable area which could be allocated for exercising dogs.
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 item numbered 15 on the grounds that it could involve the likely disclosure of private and confidential information. **9.25pm**
15. **Grass Cutting Contract** – To discuss the grass cutting contract for the Milton Road field. **(Report to follow)**
9.25pm – 9.30pm
16. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm and Church House, High Street, Adderbury. **9.30pm**
- 15 February 2022
 - 29 March 2022
 - 12 April 2022 (Annual Parish Meeting)
 - 26 April 2022
17. **Items for the Future Agendas/Items of Information**
- Monitoring of brambles at the Lucy Plackett Playing Field children's play area
 - Bench Survey (Councillor Rod Head & all Councillors reporting on seats near to their homes)
- 9.30pm**