

ADDERBURY PARISH COUNCIL

TUESDAY 21 APRIL 2020

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

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14 April 2020

Dear Councillor,

A virtual meeting of the Parish Council will be held on **Tuesday 21 April 2020 at 7.30pm** to transact the business set out in the Agenda below, and you are summoned to attend.

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

To enable you to attend the meeting, the Zoom meeting ID and password will be sent to you in due course.

Members of the public are advised to contact the Clerk to the Parish Council if they wish to attend the meeting. 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.

The Chairman will also advise on the procedure for the recording of meetings.
7.30pm

2. **Apologies for absence** - To receive any apologies for absence from the meeting.
7.30pm

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.
7.30pm - 7.35pm

4. **Minutes** – To consider the minutes of the meeting held on 25 February 2020 and any matters arising from those minutes. **(Attached)**
7.35pm – 7.40pm

5. **Chairman's Announcements**

- Postponement of all Council Elections until May 2021, which means that the terms of office for all Parish Councillors are extended for one year, until that Election.
- Parish Council Surgeries have been cancelled for the foreseeable future.
- Lucy Plackett play area, The Rise play area and Adderbury Lakes are all closed.
- FOCAL/Working for Adderbury Community/Biodiversity Working Group for Sydenham Close

Amenity Area. Brief updates previously emailed to Councillors.

- Annual Parish Meeting (APM) 2020 – Had been due to be held on Thursday 9 April 2020, but has been postponed due to Covid-19. It is hoped it might be held at the end of May 2020, but a decision will be made nearer the time.

7.40pm – 7.50pm

6. **Open Forum** - Members of the public are invited to raise any items which concern the Parish.
(10 minutes maximum/3 minutes per person)

7.50pm – 8.00pm

7. **Reports from County and District Councillors** - To receive reports from the Adderbury County Councillor and District Councillors. **8.00pm – 8.10pm**

8. **Planning**

- Planning Applications - To note the planning applications considered by the Parish Council since the last meeting. **(Report to follow)**
- Results of Planning Applications - To note the results of planning applications determined by Cherwell District Council's Planning Committee. **(Report to follow)**
- Planning Application 19/02796/F - OS Parcels 3309 And 4319 Adjoining And North Of Milton Road Adderbury – To receive an update on the application for the erection of sports & community pavilion with associated carpark and sport facilities (outdoor pitches and MUGA) following planning consent for change of use of agricultural land to sport/recreation and community use (18/00220/F). **(Report to follow)**

8.10pm – 8.30pm

9. **Village Matters** – None

10. **Parish Council Matters**

- Emergency Executive – To consider delegating to the Chairman, Vice-Chairman and Proper Officer the authority 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.
- Vacancy – To consider applications for co-option onto the Parish Council.
- 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 – To note the minutes and approve the recommendations of the meeting held on Tuesday 28 January 2020. **(Minutes to follow)**
 - Staffing Committee – To note the minutes and approve the recommendations of the meeting held on Tuesday 25 February 2020. **(Minutes to follow)**
- Structure at the Walled Garden Allotments – To consider a request for a structure at plot number 1 at the Walled Garden Allotments. **(Report to follow)**

8.30pm – 8.45pm

11. **Finance**

- Approval of Accounts for Payment - To approve the accounts for payment. **(Report to follow)**
- Bank Reconciliation and Financial Report - To note the bank reconciliation and financial report.
- Accounts 2019/2020

- Annual Governance and Accountability Return for the year ended 31 March 2020 **(To follow)**
 - a) To approve the Annual Governance Statement 2019/2020 - Section 1
 - b) To approve the Accounting Statements for 2019/2020 - Section 2
- To receive the Receipts & Payments Account as at 31 March 2020. **(To follow)**

8.45pm – 8.55pm

12. **Correspondence** - Items of correspondence will be circulated to members.
8.55pm

The Lucy Jane Plackett Charity

(No items)

13. **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 14 on the grounds that it could involve the likely disclosure of private and confidential information.
8.55pm

14. **The Leys** – To discuss the access issue from the railway embankment to The Leys.
8.55pm – 9.05pm

15. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm. Until further notice, these will be virtual meetings held on Zoom. **9.05pm**

- 19 May 2020

16. **Items for the Future Agendas/Items of Information** **9.05pm**

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