

ADDERBURY PARISH COUNCIL

TUESDAY 25 FEBRUARY 2020

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

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

18 February 2020

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 25 February 2020 at 7.30pm** at the **Church House, High Street, Adderbury** to transact the business set out in the Agenda below, and you are summoned to attend.

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

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 14 January 2020 and any matters arising from those minutes. **(Attached)**
7.35pm – 7.40pm
5. **Chairman’s Announcements**
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**

- 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) 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)

8.10pm – 8.30pm

9. **Village Matters**

- i) FOCAL – To receive a report on the work at FOCAL. **(Report to follow)**
- ii) Working for Adderbury Community (WFAC) – To receive a progress report on the project. **(Report to follow)**
- iii) Parking in The Rise – To discuss the parking issues in The Rise. **(Report to follow)**
- iv) Biodiversity Project – To discuss the biodiversity project in the village. **(Report to follow)**
- v) Adderbury Lakes, Tree Survey – To discuss a tree survey for Adderbury Lakes. **(Report to follow)**

8.30pm – 8.45pm

10. **Parish Council Matters**

- i) Vacancy – To consider applications for co-option onto the Parish Council.
- 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 – To note the minutes and approve the recommendations of the meeting on Tuesday 28 January 2020. **(Minutes to follow)**
 - Staffing Committee – A meeting is being held at 9am on Tuesday 25 February 2020. Minutes would be circulated in readiness for the Parish Council meeting on 31 March 2020.
- iii) Councillors Training Courses – The following training courses are available to Councillors:

Wednesday 18 th March 2020	Roles and Responsibilities for new councillors and clerks	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
---	--	----------	----------------------	---

- iv) Parish Council Surgeries – To receive a report on the issues reported at the last Parish Council Surgery. **(Report to follow)**

Surgeries are held on the first Saturday on the month at the Church House, Adderbury, from 11am to 12 noon.

- v) Health and Safety - To receive a report on:
 - the play area inspection at The Rise from Councillor Steven Cox;

- the play area inspection at the Lucy Plackett Playing Field from Councillor Ann Lyons; and
 - Adderbury Lakes from Councillor Diane Bratt.
- vi) Rural Community Forum - To note a report on the meeting held on 4 December 2019 at Deddington Fire Station. **(Report to follow)**
- vii) Annual Parish Meeting (APM) 2020 – To discuss the arrangements for the Annual Parish Meeting being held on Thursday 9 April 2020.

8.45pm – 9.00pm

11. **Finance**

- i) Approval of Accounts for Payment - To approve the accounts for payment. **(Report to follow)**
- ii) Bank Reconciliation and Financial Report - To note the bank reconciliation and financial report. **(Report to follow)**
- iii) Internal Audit 2019/2020 – To approve the Internal Auditor’s report for 2019/2020. **(Report to follow)**
- iv) Independent Parish Remuneration Panel Report 2020/2021 – To discuss the recommendations from the Panel. **(Report to follow)**
- v) Section 106 Funds – To receive a report on the Section 106 funds available to Adderbury. **(Report to follow)**

9.00pm – 9.15pm

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

The Lucy Jane Plackett Charity

13. **Church/School Fete** – To consider a request from the Primary School to use the Playing Field for their fete on 6 June 2020.
9.15pm – 9.20pm
14. **Dogs on Leads** – To consider a request from a resident to review the Parish Council’s policy that dogs in the Lucy Plackett Playing Field must be kept on a lead. **(Report to follow)**
9.20pm – 9.25pm
15. **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 16 on the grounds that it could involve the likely disclosure of private and confidential information.
9.25pm
16. **The Leys** – To discuss the access issue from the railway embankment to The Leys.
9.25pm – 9.30pm
17. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm at the Church House, Adderbury, unless stated otherwise. **9.30pm**
- 31 March 2020
 - 9 April 2020 (Annual Parish Meeting at Methodist Hall)
 - 21 April 2020
 - 19 May 2020

18. **Items for the Future Agendas/Items of Information** **9.30pm**