

ADDERBURY PARISH COUNCIL

TUESDAY 26 APRIL 2022

Clerk & Responsible Financial Officer

Theresa Goss
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19 April 2022

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 26 April 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, Andrew McHugh 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, in particular Rachel Moffat and Linda Thirzie-Smart, as it is their first meeting of the Parish Council as a Parish Councillor.
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 29 March 2022 and any matters arising from those minutes. **(Attached)**
7.45pm – 7.50pm

5. **Chairman's Announcements**

- Reminder to Councillors with regard to attending training sessions
- Update on Long Wall Footpath (Number 17)
- Thanks to District Councillor Andrew McHugh for his work as District Councillor for Adderbury as he will not be standing at the elections in May 2022.

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 – 8.30pm
9. **Village Matters**
 - i) Traffic Calming - To receive an update on the traffic calming project, including the proposal for 20mph speed restrictions in the village. **(Report to follow)**
 - ii) FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
 - iii) 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)**
 - iv) HM The Queen's Platinum Jubilee Events – To discuss events to mark HM The Queen's Platinum Jubilee in June 2022 and funding for the event.
 - v) Bench Survey – To discuss the survey of benches in the village.
8.30pm – 9.00pm
10. **Parish Council Matters**
 - i) Vacancies – To consider applications for the vacancies on the Parish Council. **(Previously circulated)**
 - ii) Parish Council Surgery – To note any issues raised at the Surgery held on 2 April 2022.
 - iii) 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: There had not been a meeting of the Environment Committee since the last meeting of the Parish Council.
 - Staffing Committee: To note the minutes of the meeting held on 24 March 2022.
 - iv) 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.
 - v) Parish Council Newsletter/Communication with the Village – To discuss a Parish Council Newsletter.

- vi) Termination of Tenancy at Walled Garden Allotments – To consider terminating the tenancy on plot 17A at the Walled Garden Allotments. **(Report to follow)**

9.00pm – 9.20pm

11. **Finance**

- i) Covid-19 Funding – To agree to fund replacement book stock for Adderbury Library using Covid-19 funding from Cherwell District Council.
- ii) 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)**
- iii) Financial Report - To note the financial report. **(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) Members' Allowances 2022/2023 – To consider the report of the Independent Parish Remuneration Panel for 2022/2023. **(To follow)**
- vi) Accounts 2021/2022
- Annual Governance and Accountability Return for the year ended 31 March 2022 **(To follow)**
 - a) To approve the Annual Governance Statement 2021/2022 - Section 1
 - b) To approve the Accounting Statements for 2021/2022 - Section 2
 - To receive and approve the Receipts & Payments Account as at 31 March 2022.
- vii) Internal Auditor's Report 2021/2022 – To note the recommendations of the Internal Auditor's Report for 2021/2022. **(Report to follow)**

9.20pm – 9.40pm

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

9.40pm – 9.45pm

The Lucy Jane Plackett Charity

(No Items)

13. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm and Church House, High Street, Adderbury.

- 24 May 2022
- 28 June 2022
- 26 July 2022
- 13 September 2022
- 25 October 2022
- 29 November 2022

9.45pm

14. **Items for the Future Agendas/Items of Information**

- Monitoring of brambles at the Lucy Plackett Playing Field children's play area
- Lucy Plackett Playing Field – Area for Dogs

9.45pm