

# ADDERBURY PARISH COUNCIL

TUESDAY 26 JULY 2022

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

[adderburypc@hotmail.com](mailto:adderburypc@hotmail.com)  
[www.adderburypc.co.uk](http://www.adderburypc.co.uk)

19 July 2022

Dear Councillors,

A meeting of the Parish Council will be held on **Tuesday 26 July 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 28 June 2022 and any matters arising from those minutes. **(Attached)**  
**7.45pm – 7.50pm**
5. **Chairman's Announcements**
  - Works to resurface Longwall Footpath will be undertaken in September 2022.
  - Update on Walled Garden Allotments.**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)-**

**8.15pm – 8.20pm**

## 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 a progress report on the building project and an update on the grant funding/fundraising organised by the Working for Adderbury Community (WFAC) Working Group. **(Report to follow)**
- iii) Amenity Area in Griffin Close – To discuss improvements to the amenity area in Griffin Close. **(Report to follow)**
- iv) Maintenance of Amenity Areas in the Village – To discuss the maintenance of the amenity areas in the village. **(Report to follow)**
- v) Rural Community Forum – To receive a report from Councillor Lucy Wells on the Rural Community Forum held on 4 July 2022. **(Report to follow)**
- vi) Memorial Tree – To consider a request for a Memorial Tree in the village. **(Report to follow)**
- vii) 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.

**8.20pm – 8.40pm**

## 10. Parish Council Matters

- i) Co-options – To consider any applications for co-option onto the Parish Council. **(Information previously circulated)**
- ii) Local Council Award Scheme – To discuss applying for the Local Council Award Scheme. **(Report to follow)**
- iii) Parish Council Surgery – To note any issues raised at the Surgery held on 2 July 2022.
- iv) 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.
- v) Parish Council Newsletter – To discuss and agree items for the next Parish Council Newsletter.
- vi) Code of Conduct – To adopt a new Code of Conduct.
- vii) Parish Council Representative on Adderbury & Milton Feoffees – To discuss the Parish Council representative on the Feoffees.

**8.40pm – 8.50pm**

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 – July 2022. **(Report to follow)**  
**8.50pm – 9.00pm**
12. **Correspondence** - Items of correspondence will be circulated to members.  
**9.00pm – 9.10pm**

**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 items numbered 14, 15 & 16 on the grounds that it could involve the likely disclosure of private and confidential information.  
**9.10pm**
14. **Quotes for Tree Works at Adderbury Lakes** – To consider quotes for works to trees at Adderbury Lakes. **(Report to follow)**  
**9.10pm – 9.15pm**
15. **Quotes for Tree Survey** – To consider quotes for a new survey of the Parish Council trees in the village. **(Report to follow)**  
**9.15pm – 9.20pm**
16. **Pension Policy** – To approve a Parish Council Pension Policy. **(Report to follow)**  
**9.20pm – 9.25pm**
17. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm and Church House, High Street, Adderbury.
- 13 September 2022
  - 25 October 2022
  - 29 November 2022
- 9.25pm**
18. **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
  - Induction for Councillors
  - Section 106 Funds
  - Day of Dance 2023
- 9.25pm**