

# ADDERBURY PARISH COUNCIL

TUESDAY 27 APRIL 2021

## Clerk & Responsible Financial Officer

Theresa Goss  
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20 April 2021

Dear Councillors,

A meeting of the Parish Council will be held on Zoom on **Tuesday 27 April 2021 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.

The Zoom joining details are as follows:

<https://us02web.zoom.us/j/86083406966?pwd=UXluOTdYZUZMb1I5STFuNXdXWFN1dz09>

Meeting ID: 860 8340 6966

Passcode: 523513

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**
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 30 March 2021 and any matters arising from those minutes. **(Attached)**  
**7.35pm – 7.40pm**
5. **Chairman's Announcements**
  - Elections – The Parish Council Elections on 6 May 2021 are an uncontested election and nine Councillors will form the new Parish Council and come into office on 10 May 2021.
  - Lake House, Lake Walk, Adderbury – Meeting with The Orders of St John Care Trust
  - 19/00963/OUT – Appeal hearing postponed by the Planning Inspectorate for 40 houses on Berry Hill Road, Adderbury (OS Parcel 9100 Adjoining and East of last house adjoining and North,

Adderbury).

- Plot 37, Henge Close, Adderbury – Application approved by Cherwell District Council for one dwelling.
- Sydenham Close – Update on the works to the amenity area.
- Footbridge – Repairs to the footbridge in the Lucy Plackett Playing Field will be undertaken by the County Council later in the year.
- Horn Hill Road Well – Vandalism to the well.

**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)**

**8.10pm – 8.15pm**

9. **Village Matters**

- Traffic Calming - To receive a report on the traffic calming project in the village. **(Report to follow)**
- FOCAL – To receive a report on the work of FOCAL. **(Report to follow)**
- 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)**
- Dog Waste Bin – To discuss a request for a new dog waste bin on Oxford Road. **(Report to follow)**
- New Bench – To discuss a request from a resident to purchase a new bench for the village. **(Report to follow)**
- Community Engagement – To discuss community engagement and distributing information to the village. **(Report to follow)**

**8.15pm – 8.35pm**

10. **Parish Council Matters**

- Walled Garden Allotments – To discuss the termination of a tenancy. **(Report to follow)**
- 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 any meetings of the Committees since the last meeting of the Parish Council.

iii) Health and Safety:-

- To note the play area inspection at The Rise from Councillor Rod Head;
- To note the play area inspection at the Lucy Plackett Playing Field from Councillor Ann Lyons

- To note the inspection at Adderbury Lakes from Councillor Diane Bratt.

iv) Parish Council Meetings Post 7 May 2021 – To agree the following:

*'In response to the Covid-19 situation, Adderbury Parish Council believes it is not safe to hold a physical Parish Council meeting.*

*The Parish Council agrees to grant the Clerk and Responsible Financial Officer, delegated authority to make decisions on behalf of the Parish Council, where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline.*

*The delegation does not extend to matters expressly reserved to the Parish Council in legislation or in its Standing Orders or Financial Regulations.*

*Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first physical meeting of the Parish Council, or upon changes to Government legislation, whichever is the soonest'.*

**8.35pm – 8.50pm**

11. **Finance**

- i) Approval of Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and bank reconciliation. **(Report to follow)**
- ii) Financial Report - To note the financial report. **(Report to follow)**
- iii) Accounts 2020/2021
  - Annual Governance and Accountability Return for the year ended 31 March 2021 **(To follow)**
    - a) To approve the Annual Governance Statement 2020/2021 - Section 1
    - b) To approve the Accounting Statements for 2020/2021 - Section 2
  - To receive and approve the Receipts & Payments Account as at 31 March 2021.
- iv) Internal Auditor's Report 2020/2021 – To note the recommendations of the Internal Auditor's Report for 2020/2021. **(Report to follow)**
- v) Bank Account Signatories – To confirm the signatories on the Parish Council bank accounts.

**8.50pm - 9.00pm**

12. **Correspondence** - Items of correspondence will be circulated to members.  
**9.00pm**

**The Lucy Jane Plackett Charity**

(No items)

13. **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. **9.00pm**

- 18 May 2021
- 29 June 2021
- 27 July 2021
- 14 September 2021
- 26 October 2021
- 30 November 2021

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

- Memberships of Committee/Outside Bodies and Co-options to Committees
- Co-options onto the Parish Council
- General Power of Competence
- Quote for Works at Adderbury Cemetery
- Monitoring of brambles at the Lucy Plackett Playing Field

**9.00pm**