

# ADDERBURY PARISH COUNCIL

TUESDAY 29 OCTOBER 2019

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

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22 October 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 29 October 2019 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, in particular Councillor Andy Millard as it is his first 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 10 September 2019 any matters arising from those minutes. **(Attached)**  
**7.35pm – 7.40pm**

5. **Chairman's Announcements**
  - Snow Warden Scheme**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 18/00220/F – To receive an update on the progress of the Milton Road new community and sport facilities. **(Report to follow)**
- iv) 19/00963/OUT, Hollins Strategic Land LLP, OS Parcel 9100 Adjoining And East Of Last House Adjoining And North Of, Berry Hill Road, Adderbury – To consider the resubmission of outline application 17/02394/OUT for permission for up to 40 dwellings with associated landscaping, open space and vehicular access off Berry Hill Road (all matters reserved other than access) **(Previously circulated)**

**8.10pm – 8.20pm**

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) Memorial for Andrew Barnes – To discuss how to proceed with a permanent memorial for Andrew Barnes. **(Report to follow)**
- iv) Railway Embankment Bridge – To discuss whether any maintenance is required to the bridge parapet on the Railway Embankment, next to the Lucy Plackett Playing Field. **(Report to follow)**
- v) Dog Waste Bins – To discuss new dog waste bins for Adderbury Lakes and Kemps Road/The Crescent. **(Report to follow)**
- vi) Street Naming – To discuss street naming in Adderbury. **(Report to follow)**
- vii) Forest Schools – To receive an update report on the Forest Schools, which takes place at the Parish Council's amenity land behind Adderbury Court. **(Report to follow)**
- viii) Street Lighting – To discuss a request for the street lights to be turned off for a limited time during the night in Griffin Close and possibly the wider village. **(Report to follow)**
- ix) Benches in the Village – To discuss maintenance of the benches in the village and appoint a Councillor to take responsibility for this project. **(Report to follow)**
- x) VE Celebrations – 8 May 2020 – To discuss whether the Parish Council, or request a village organisation, to arrange an event to mark this anniversary. **(Report to follow)**
- xi) Grass Cutting in the Village - To discuss issues relating to the grass cutting in the village. **(Report to follow)**

**8.20pm – 8.50pm**

10. **Parish Council Matters**

- i) Co-option – To discuss an application for co-option onto the Parish Council. **(Information to follow)**

- 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 approve the recommendations within the minutes of the meeting held on 8 October 2019, **(To follow)** particularly:
    - 1) to agree to fund half of the cost of a fixed Sentinal Camera to monitor the speed of vehicles in the village; and
    - 2) to approve the proposed traffic calming measures for the village. **(Previously circulated)**
  - Staffing Committee – The minutes of the meeting held on 18 July 2019 to be circulated to the Parish Council. **(To follow)**
- iii) Appointment of Councillors to Committee – To confirm the appointments to Committees and outside bodies. **(Report to follow)**
- iv) Councillors Training Courses – The following training courses are available to Councillors:
- Thursday 21 November 2019, Planning – How local councils fit into the planning system and effective responses to planning applications, half day at West Oxfordshire District Council, Witney, OX28 1NB.
- v) 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.
- vi) 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.
- vii) Registration of Parish Council Land – To receive an update on the progress of the registration of Parish Council land.

**8.50pm – 9.10pm**

## 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) External Auditors Report 2018/2019 – To note the External Auditor’s Report for 2018/2019. **(Report to follow)**

**9.10pm – 9.20pm**

12. **Correspondence** - Items of correspondence will be circulated to members.  
**9.20pm**

### The Lucy Jane Plackett Charity

13. **Repair of Play Equipment** – To consider a quote from Playdale for the repair of play equipment in the Lucy Plackett playing field. **(Report to follow)**  
**9.20pm – 9.25pm**

14. **Party in the Park 2020** – To consider a request from the Party in the Park Committee to use the playing field for their event on Saturday 13 June 2020.  
**9.25pm – 9.30pm**
15. **Running Club Events** – To consider a request from the Running Club to use the playing field for their event on Sunday 20 September 2020.  
**9.30pm – 9.35pm**
16. **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 17 & 18 on the grounds that it could involve the likely disclosure of private and confidential information.  
**9.35pm**
17. **Adderbury Lakes**
- To consider quotes to remove a fallen Ash tree limb in lower lake. **(Report to follow)**
  - To consider quotes for a possible survey of the water quality in Adderbury Lakes. **(Report to follow)**
- 9.35pm - 9.40pm**
18. **The Leys** – To discuss the access issue from the railway embankment to The Leys. **(Report to follow)**  
**9.40pm – 9.45pm**
19. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm at the Church House, Adderbury, unless stated otherwise.
- 26 November 2019
  - 14 January 2020
  - 25 February 2020
  - 31 March 2020
  - 9 April 2020 (Annual Parish Meeting)
  - 21 April 2020
  - 19 May 2020
- 9.45pm**
20. **Items for the Future Agendas/Items of Information**
- Walled Garden Allotments - To agree the rent for 2020/2021
  - Burial Fees for 2020/2021
- 9.45pm**