

ADDERBURY PARISH COUNCIL

TUESDAY 30 JULY 2019

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
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23 July 2019

Dear Councillor,

A meeting of the Parish Council will be held on **Tuesday 30 July 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 Councillors Laura Walker and Andy Millard as it is their 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.
7.40pm - 7.45pm

4. **Minutes** – To consider the minutes of the meeting held on 25 June 2019 any matters arising from those minutes. **(Attached)**
7.45pm – 7.50pm

5. **Chairman's Announcements**

- Thanks to Margaret Halstead for the lovely arrangement of wild flowers from The Rise, which she displayed in St Mary's Church for Andrew Barnes' funeral and Memorial Service.
- Fallen tree at Adderbury Lakes
- Recent closure of Adderbury Lakes
- Amenity Area in Griffin Close is in a poor state and Cherwell District Council will be carrying out the necessary maintenance
- Issue with grass cutting on Milton Road and Rawlins Close have been raised and addressed by Thomas Fox Landscaping

- Wall around the Adderbury Court amenity area has been repaired
- Thanks to Councillor Martin Rye and the volunteers who painted the gateways on Milton Road and Berry Hill Road. All of the gateways at the entrances to the village have now been painted.
- Following his resignation as a Member of the Adderbury Lakes Management Committee, Peter Waite be thanked for all of his hard work

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)**
- iii) Planning Application 18/00220/F – To receive an update on the progress of discharge of the pre-commencement conditions. **(Report to follow)**
- iv) Planning Application 19/01047/OUT - Hallam Land Management Ltd, Land North East Of Oxford Road West of Oxford Canal and East of Bankside Banbury - Outline planning application for a residential development of up to 850 dwellings; green infrastructure including formal (playing fields with changing rooms, allotments) and informal open space, landscaping; and associated infrastructure including a balancing pond; on land off the A4260, with access off the existing Longford Park access off the A4260 (Oxford Road), and a new access off the A4260 (Banbury Road). All matters of detail reserved, save for access.

8.20pm – 8.40pm

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) Noticeboards – To discuss the maintenance of noticeboards in the village, which are not owned by the Parish Council. **(Report to follow)**
- iv) Nature Reserve at the Railway Embankment – To note the progress with project to introduce a nature reserve at the Railway Embankment, next to the Lucy Plackett Playing Field. **(Report to follow)**
- v) 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)**

8.40pm – 9.00pm

10. **Parish Council Matters**

- i) 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 – The minutes of the meeting held on 24 July 2019 to be circulated to the Parish Council. **(To follow)**

- Staffing Committee – The minutes of the meeting held on 18 July 2019 to be circulated to the Parish Council. **(To follow)**

ii) Councillors Training Courses – The following training courses are available to Councillors:

Date	Subject	Half/full day	Location
Wednesday September 18 th	13. Roles and Responsibilities for new councillors and clerks	Full day	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Wednesday October 2 nd	14. Budgeting and financial management for councillors	Half/ morning	Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF
	15. VAT for clerks (and councillors!)	Half/ afternoon	

iii) 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.

iv) 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; and

9.00pm – 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) Budget Monitoring April to July 2019 – To note the budget monitoring report. **(Report to follow)**

9.10pm – 9.15pm

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

9.15pm

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 item numbered 14 on the grounds that it could involve the likely disclosure of private and confidential information.

9.15pm

14. **The Leys** – To discuss the letter from the Solicitors acting on behalf of the owner of The Leys. **(Report to follow)**

9.15pm – 9.30pm

15. **Meeting Dates** – Future meeting dates to be agreed as follows and will commence at 7.30pm at the Church House, Adderbury, unless stated otherwise.

- 10 September 2019
- 29 October 2019
- 26 November 2019
- 14 January 2020
- 25 February 2020
- 31 March 2020
- 28 April 2020
- 26 May 2020

9.30pm

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

- Registration of Parish Council Land

9.30pm